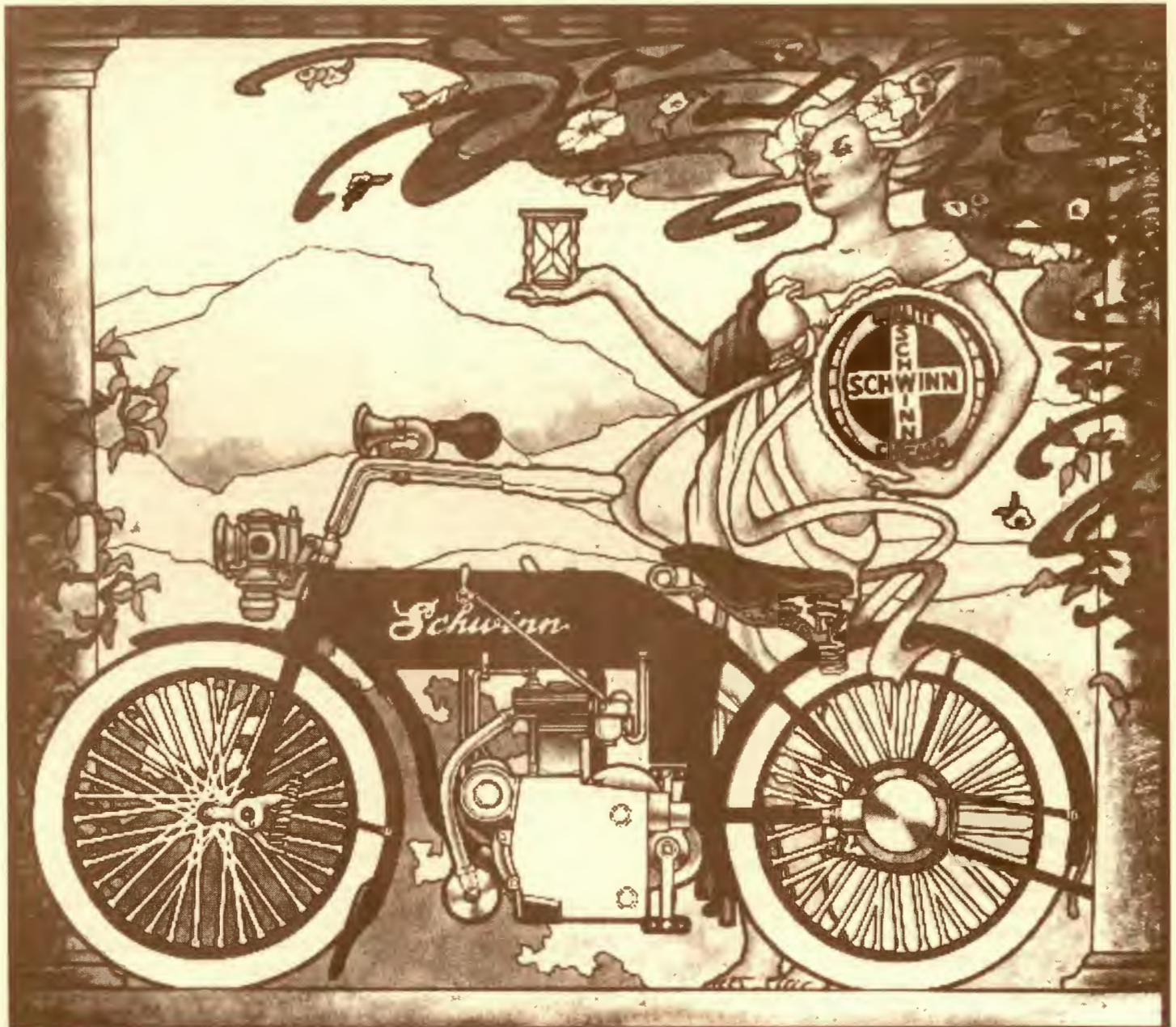


The Society of Ohio Archivists

The Ohio Archivist

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Innovative sessions spark Columbus meeting April 6-8
—PAGE 2



Artist's conception of a prototype motorcycle from 1910 which was never built. This was to have been the first of a line of Schwinn motorcycles. Tour the Motorcycle Heritage Museum during the spring meeting.

COURTESY MOTORCYCLE HERITAGE MUSEUM, WESTERVILLE

From creepies and crawlies to motorcycle museums...

SOA's spring meeting (Thursday, April 6 through Saturday, April 8) at the Ohio Historical Society is offering some opportunities never before seen at our meetings. Lida Churchville, (former ALIC Librarian) will present a session on the Archives Library Information Center at NARA, with its enormous and critical database. We will take a look inside some unusual Ohio collections (the Motorcycle Heritage Museum, the James Thurber

house, the Freda Koch National Camp Meeting Museum, and the Ohio Genealogical Society). Also, the Saturday morning workshop, on the use of primary sources in teaching history and research methods, follows up on suggestions made by Ohio school teachers to SOA at the time of our 25th anniversary. Continuing education units (CEUs) will be available to participants in this session, which is an SOA "first" achieved through co-

sponsorship by the Ohio Historical Society.

Other sessions will deal with disaster planning, the efficient use of part-time and student staff, scheduling electronic records, archival exhibits, new technology for scanning and imaging, and the major Ohio repositories for Civil War material. A banquet will be held on Thursday evening (speaker to be announced), and there will be an open Hospitality Suite (i.e., the tradi-

PRESIDENT'S COLUMN

SOA Annual Report for 1994

The Society began its second quarter century of service to archivists, curators, and the citizens of Ohio, whose records and history we keep, with the continuing vitality and enthusiasm that have marked recent years. Our meetings offered substantive continuing education to our professional members. Our workshops provided both needed information and outreach to non-members. Finally, we engaged the larger issues facing the profession, both nationally and in the state, in the nomination of the Archivist of the United States and the Ohio Public Records Law. I should like to review the year in detail.

FINANCES

Beginning balance (as of 1/14/94)
\$5833.37

Ending balance (as of 1/13/95)
\$3939.74

While the treasury declined from the previous high, much of the expense stemmed from activities tied to our 25th anniversary, especially the publication of *From History to Pre-History—Archivists Face the Future*. Additionally, final bills from the fall '93 meeting came in after last year's final report, artificially inflating the previous year's final account. Further expenses included the printing of the Archives Week poster and approval of \$250 in dues to the National Coordinating Council for the Promotion of History.

In 1994, basic operations continued on a basis of fiscal prudence. Both spring and fall meetings showed surpluses (\$564.94 and \$465.49, respectively, including income from the Cleveland Archives 101 workshop). Program and local arrangements chairs in 1994 are

applauded for their control of expenses and foresight in planning meetings that drew good attendance. The *Ohio Archivist* remains the most expensive recurring cost; this must be expected to maintain its excellent quality. In monetary terms, 1994 must be judged a success.

MAJOR ACTIVITIES

Meetings

Our string of successful meetings continues unbroken. Charles Arp and Douglas McCabe reprised their 1993 spring meeting with quite as ambitious a program in 1994, drawing 95 participants to sessions and workshops. Special thanks go to Anne Gilliland-Swetland of the University of Michigan (and former SOA Council member) who generously donated her time and expertise in conducting the Advanced Computer Workshop. Program chairs Kevin Grace and Kevin Proffitt and local arrangements chair Jonathan Dembo hosted a substantive fall meeting at the Cincinnati Historical Society in Cincinnati's magnificent Museum Center, drawing 75 participants. Special thanks also go to the Ohio Preservation Council for its joint sponsorship of Janet Heller's paper preservation workshop. SOA likewise thanks the several chairs for jobs well done.

Membership

Dennis Harrison, Membership Committee chair, reported a 1994 year-end roster of 183 individual and 37 institutional members (the highest total of individuals ever, and the second highest combined since 1976). An introductory half-fee membership offer proved a success.

25th Anniversary Publication

Special thanks go to Raimund Goerler (editor); Barbara Floyd (production manager);

and George Bain, Roland Baumann, Dennis Harrison, and George Parkinson (essay authors) for their contributions to the distinguished and handsome volume, *From History to Pre-History—Archivists Face the Future: Essays on Honor of the 25th Anniversary of the Society of Ohio Archivists*. This publication was honored with the Ohio Special Libraries Association's Research Award, an acknowledgment most appreciated as it comes from an allied profession. The authors and editors generously donated the cash award to the SOA treasury.

Archives Week

Under the direction of George Bain, and with the assistance of Regional Coordinators Gary Arnold, Jennifer Simmons, Jennifer Songster-Burnett, Jim Marshall, Kathleen Spray, and Dawne Dewey, Archives Week activities were conducted throughout the state. Also, SOA created its first statewide artifact for Archives Week, a handsome poster on the theme of "Sports and Recreation in the Archives," tying the commemoration to Ken Burns' PBS documentary, "Baseball." We especially thank the Ohio Historical Society for the generous donation of graphic design for the poster. Work began on Archives Week 1995, with the theme "Letters Home" commemorating the 50th anniversary of the end of World War II. We hope that Archives Week continues its steady growth.

Local Government Records Program (OHS)

In a joint meeting regarding efforts to expand the LGR program, Council and the Ohio Historical Records Advisory Board agreed to examine other statewide programs (e.g., New York and Kentucky) for applicability to Ohio. Further efforts are forthcoming.

SOA's spring meeting offers something for everyone!

tional mixer) following that.

For further information on the SOA program, contact program chair Jennifer Songster-Burnett at the Youngstown Museum of Industry and Labor (OHS), at 216/743-5934 (internet: ay670@yfn.ysu.edu).

On Friday, SOA is also proud to join the Ohio Preservation Council in sponsoring a second all-day preservation workshop. OPC is a statewide group representing libraries,

archives, historical societies, and private consultants. Three recognized authorities will present "Creepies, Crawlies and Bloomers: Environmental Management for Libraries, Archives and Historical Societies." Lisa Fox, a private preservation consultant in Atlanta, will focus on mold and mildew prevention and treatment. Dr. Thomas A. Parker president of Pest Control Services, Inc., Lansdowne, Pa., will deal with pest infesta-

tions and environmental monitoring and control systems. Dr. Michael A. Vincent, curator of the Willard Turrell Herbarium at Ohio's Miami University, will provide an overview of toxicity, allergies, and fungal growth in materials exposed to water and humidity. The fee for this will be approximately \$20. Contact Clara Ireland, State Library of Ohio (tel: (Ohio only) 800/686-1533; FAX: 614/466-3584; internet: cireland@slonet.ohio.gov).

Ohio Public Records Law

The Society opposed Senate Bill 696 to amend the records law. The provisions for access and punitive fines would have had disproportionate impact on underfunded, understaffed governmental archives. The bill died in committee, due primarily to opposition from the several county officials' associations. However, the legislation has been resubmitted and will likely constitute the most important issue for SOA in 1995. We shall need to achieve a consensus among our members and relay our view with hopes of affecting the terms of the legislation.

SOA Listserv

Special thanks go to Raimund Goerler and Ohio State University for establishing and operating the first listserv for usage by a statewide archival organization. This tool shall become increasingly valuable as more archivists and curators gain access to computer networks.

Association of Cuban Archivists

Our relationship with the Cuban archivists resulted in the generous donation by the Society of American Archivists of a complete set of *Archival Fundamentals*, which Frederick Lautzenheiser presented to Carlos Suárez Balseiro, President of the Asociación de Archivistas de Cuba in May in Havana. Mr. Lautzenheiser also compiled additional materials for donation and George Bain donated a copy of *Keeping Archives*. Sr. Suárez, in return, will be submitting articles to *The Ohio Archivist*, something of a coup for our publication. We hope to continue and expand this relationship in the future.

Archivist of the United States

At the time of the impending nomination of Robert Hardesty as Archivist, Karen Benedict, SAA Council member, called SOA and urged us to oppose the appointment because of Mr. Hardesty's lack of

archival experience. Council decided instead to write Sen. John Glenn, chair of the committee responsible for the nomination, in support of the provision of the United States Code that requires appropriate experience of the Archivist. Mr. Hardesty has since withdrawn his name from consideration.

Merit Award

The first SOA Merit Awards, recognizing extraordinary effort for the benefit of archives and manuscripts, were presented at the spring meeting to: Dr. George Bain of Ohio University, for his work in establishing and coordinating Archives Week in Ohio; Nancy Johnston, the Attorney General's Open Government Coordinator, for her work on the Attorney General's Open Government Task Force; and Detective Richard Gross, of the Cincinnati Police Department, for his determined pursuit and apprehension of a manuscript thief who struck the Cincinnati Historical Society. The Society extends its thanks to these people.

Resolution of Special Recognition

A resolution of commendation was presented to Senator Richard Finan at the fall meeting, in recognition of his support for Ohio Bicentennial legislation.

Education Program

Charles Arp, Douglas McCabe, Bari Oyler Stith, and Jennifer Songster-Burnett conducted three highly successful presentations of Archives 101, demonstrating the need for a basic introduction to archival techniques among nonprofessionals charged with the care of records. Work has begun on a curriculum for Archives 102.

Strategic Retreat

While not having yet occurred at the time of this writing, plans have been laid for a first strategic planning retreat, February 26, 1995, conducted by Vice President George Parkinson and Charles Arp. This session,

open to all members, is intended to capitalize on our current momentum, and define our organizational goals for the future.

Ohio Archivist

Frederick Lautzenheiser concluded another outstanding year as editor of our publication. Fred continues to solicit thoughtful, substantive articles, such as Dawne Dewey's piece on OhioLink. OA has evolved beyond the status of a newsletter, and bears many earmarks of a journal.

CONCLUSION

As can be seen, the Society was very active in 1994 and began its second quarter century in fine style. Even so, we must not rest on our laurels. Real challenges await us in 1995, most notably the proposed revisions to the records law. Further, we must continue to solicit the enthusiasm of our members, the source of our strength in recent years. We are fortunate to have numerous talented members, many of whom have not yet been "tapped" for service. Allow me to urge you NOT to wait for a call, but to come forward on your own! I can say, as I go off Council after five years of service, that the Society has broadened my knowledge and abilities and won me new friends. In return, I intend to stay active, most visibly as the Society's liaison to the Host Committee for the potential 1999 SAA meeting in Cleveland, but elsewhere as well. Many hands make light work, and I hope, with reason, that incoming President George Parkinson finds as many in his term as I did in mine. In this fashion we can continue to serve our mission.

Michael McCormick
President, Society of Ohio Archivists

WILL OUR PAST BE PROLOGUE?

THE URGENCY OF RECORDS MANAGEMENT FOR CUBAN ORGANIZATIONS

ABSTRACT: *This article deals with the need for development of records management programs in Cuban organizations in order to obtain an increase in economic indicators and to strengthen the organic framework of the archival system for the reinforcement of society's documentary heritage. Some aspects of the present management of current records in Cuba are analyzed. Some questions about possible solutions in the future are considered.*

Carlos A. Suárez Balseiro is with the Faculty of Communication, School of Library and Information Sciences, at the University of Havana. His work and studies are focused on aspects of records management and archival administration in the context of IRM. He is now preparing a book to improve the undergraduate study of records management at the university, with special reference to the present Cuban realities. He is also very involved in the design of a graduate program.

social development, because our social and political stability depends on economic renewal. However, this economic renewal can be achieved only if we organize and take into account all available resources, including information, which had not been considered to date in the productive process.

Regarding the use of this *sui generis* resource, it is said that intelligent use of it is one of the most important aspects for successfully reaching the goals of any organization; and specifically in the economic sphere, it is necessary in order to raise the level of competition and to face changing demand and the foreign and internal pressure of more powerful competitors with regard to financial power and information. That is why our organizations must change, and it will be necessary to make use of all the organizational knowledge we can possibly employ. All this requires an appropriate and organized uncovering of all the internal information of such organizations.²

Nevertheless, this manifold opening up and effective use of internal information in order to speed decision making and at the same time make it more accurate is a complex task, since the flow of information cannot be limited to the traditional hierarchical links in the organizational scheme stated in Taylor's theory. With the objective of making the best of this massive amount of information, formal and informal communication channels are developed between the different levels and members within the organization. This represents a much more flexible scheme in which the interaction with the environment increases and constant information flows are formed in many directions (Fig. 1).

A great deal of this information that emerges and moves within the organization as a result of its daily activities is stated in the records (reports, forms, correspondence, memos, etc.). Their control is a major element in the Information Resources Man-

Introduction

We frequently listen to people talk about the need to raise the levels of efficiency and productivity in the economic activities of our country. Cuba is facing an acute crisis characterized by a precipitous lowering of all the indicators in this sphere. Such a situation is the consequence of the breaking several years ago of the existing balance between our system and the environment in which this system was developed, i.e., the network of former socialist countries. In this way the environment has changed (and it is still changing fast), and to persevere and survive this sudden change, an appropriate and speedy adaptation to the new and more dynamic conditions is emerging.¹

For these reasons our government is trying to restate criteria and methods of work and administration to help the country. Many capitalist ways of management and market mechanisms have begun to be applied in the activities of many sectors of our country. We can say that in the near future this trend will become part of our

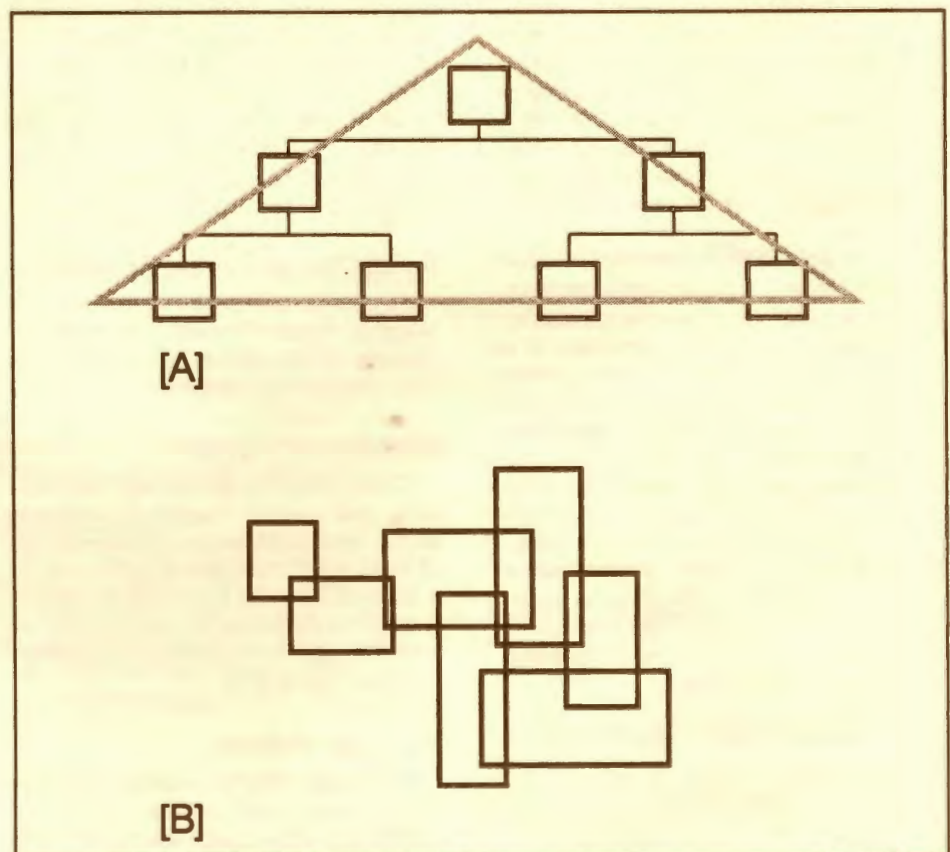


FIG. 1: In Taylor's pyramidal scheme (A), there is hierarchical communication; the suggested new scheme (B) has less strict communication links.

agement (IRM) context, since without this, neither a correctly functioning organization nor high levels of productivity and efficiency can be achieved during the life cycle of the records, from the time they are created or received until they are no longer needed by their creators for daily work.

This paper aims to outline the importance of the design and implementation of records management programs for the successful use of the internal information of organizations, pointing out some of our current problems and emphasizing the need to encourage debate on this topic as well as take concrete action to achieve strict control and good management of all this valuable information.

Records management as a key factor in reaching organizational goals

Documents created or received by an organization can only be controlled by means of records management programs intelligently designed and put into practice in order to get fast and effective retrieval of information contained in them; to lessen the cost of space and the cost of records creation, use, maintenance and disposition; and to raise the quality of all related to the organizational ergonomics, because the key to moving a whole mass of information is making people within the organization experience a high level of satisfaction with the work they do. This last aspect is very important. Morddel³ says that many records managers make the same mistake—very often they show more interest in getting better efficiency and economy, while forgetting that their systems must be designed taking into account their principal users, that is, persons within their organizations who in order to do their work and do it well, need fast access to the records and effective usage of the information in them. Many records management programs have failed because they underrate the ergonomic aspects.

A very important factor to keep in mind is that records management is considered an integral part of IRM. Regarding this aspect, Cook⁴ points out that

"...it should be considered as a management field [in] which materials are the data, media and systems used in the creation of records and in the processes of storage and retrieval of them in any organization...and its main objective is to get the highest use of the information in these media and systems as a resource."

So he presents records management as a front-end element that affects all the processes within an organization, and, we would add, that guarantee the stability and the existence of the organization.

In fact, these kinds of programs not only establish control over the movement and usage of the records; they also determine, by means of a complex process of evaluation, which ones should be kept and for how long, and which ones should be destroyed and in what way. These decisions carry an important responsibility and demand that a specialized professional carry out this task seriously, taking into account the objectives of his/her organization and those of the society in which he/she is living, using criteria which avoid both so-called "scorched-earth" policies and the retention of everything ever created or received by the organization.

amounted to \$200,000. A California jury took into account this document, which could have been legally destroyed, in awarding a \$125 million judgment to the plaintiff.⁶

The Manville Corporation, specializing in the development of asbestos products, went into bankruptcy because of a class action lawsuit in which the company was accused of knowing the risks to human health which its products presented. The organization, lacking a records management program, was full of records related to this subject, although by current legal requirements, their preservation was no longer required; and when they were found, they became powerful weapons for the plaintiffs.⁷

The significance of records management goes beyond institutional concerns, being an activity the results of which are the roots on which society is supported and evolves.

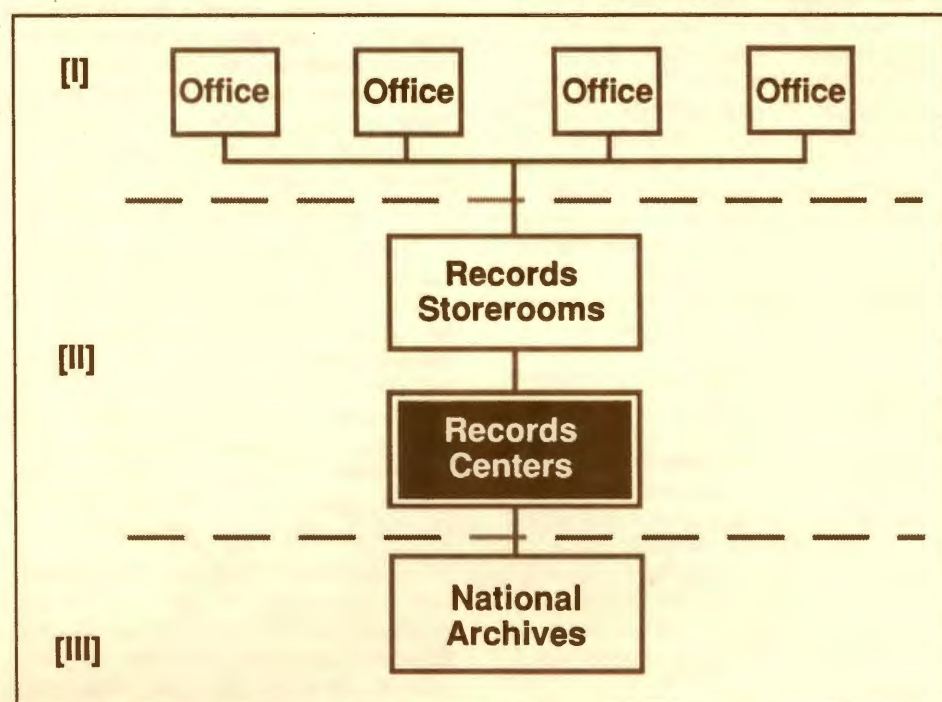


FIG 2: Organic structure of the archival system. Without good records management at level I, the subsequent transference will not follow properly, and permanently valuable records will not reach level III. (There are no records centers in Cuba.)

In reference to this, in an article published in *The Wall Street Journal* in 1987, an expert lawyer asserted that "paper kills—and more paper kills more."⁵ There are many examples in the commercial world that illustrate this statement. In a trial against the Ford Company in the United States (*Grinshaw v. the Ford Company*), a report accepted as evidence recommended postponing for two years the redesign of the fuel tanks of Ford's Pinto model, citing a 1971 cost study that compared the estimated cost of \$20.9 million dollars for a new design against the probable cost of human lives in accidents involving this kind of vehicle, where each life


An efficient records management program contributes to the documentary inheritance of society, since in the archival system the document is the same, from the time it is created in the office in support of a certain management entity until it is destroyed or deposited in an archival repository as a document with permanent value, where it is considered a primary source for research, as well as testimony serving the citizens.⁸

Appropriate treatment during the first stages of the records' life cycle is going to determine the correct functioning of the archival system and the maintenance of its organic structure (Fig. 2)

This will insure, first, the growth of productivity and efficiency in the organization, and, second, the assurance that future generations can rely on much-needed indirect experience, the antecedents on which their decisions will be based to be sound and to avoid previous mistakes. The transference of documents of permanent value to the National Archives is a difficult task if the great mass of documents created or received by organizations is not well managed. In this respect, the advent of the high technology of information in office work ("office automation") is a new challenge to the archivist charged with keeping selected documents for posterity, because the information in electronic records can easily be altered or destroyed.

That is why information of potential permanent value must be identified from the moment it is created and be protected until its safe transfer to archival custody. Such a task is impossible without the existence of an active records management program where the archivist must work closely with other information professionals, such as systems analysts, information managers, records managers, data processing managers, *et al.*, in the design of information systems to ensure that archival information is recorded on appropriate media and used with care throughout its life cycle.

Because of this we can say that current organizations tend to outgrow the pyramidal structure of Taylor for a much more flexible one where communications are established in different ways and information transferences between groups create a certain amount of disorder, which is needed to generate the initiative. Records management as a part of the process of managing all this information is the key to the flexibility and dynamics of the new organizational structure.



The Latin American context and the situation in Cuba

Problems related to archives and records management have a global character. However, there are some elements that point up the difference between archival activity in Latin America and that in the rest of the world.

In Europe, for example, the concept of archives is closely related to the *historical* archive (documents with permanent value); that is, the archives is a keeper, a custodian of the documentary heritage, responsible

for guaranteeing access to it for the whole world. The previous phases in the record life cycle are not related to archival science.

In the Latin American countries the situation is different, because they do not have either as long a tradition or so old an organization as in Europe, nor enough qualified professionals. In the 1980s some specialists asserted that among the factors giving rise to this situation was the lack of archival awareness on the part of governments and authorities in general.⁹

Regarding this, we can say that Latin America has an archival tradition of about four or five centuries, inherited mainly from Spain and Portugal; but our sociopolitical development following the process of independence has, in my opinion, affected the continuing progress of national identity through archives, as well as the real evaluation of the administrative significance of records. Governments—many times military in nature—have not paid attention to these aspects; therefore, the lack of control over their activities and the inability of social interests to override the interests of the group in power have limited the options.

Many of the problems of the region are present in Cuba, too. Toward the end of the 1980s a task force of the National Archives of Cuba did an investigation to determine the status of records management practices in Cuban organizations and to call attention to the need for legislative reform that would provide a legal foundation for archival activity directing the valuable records created in Cuban organizations into the National Archives in a regular and coordinated way.¹⁰


Fourteen out of the 42 public administration organizations surveyed within the Administración Central del Estado (Central State Administration) stated that they had archives, albeit not organized, while three out of ten professional associations said they had archives. At present this has changed a bit; nevertheless, the situation shows what is happening in our organizations and the critical situation in which the records are found. It is noteworthy that in holdings of the National Archives, the revolutionary epoch is the least represented, although it is from 1959 on that we can talk of an increase in official attention to archival activity.

This paper does not aim to explore the causes of this phenomenon, but we should say that nowadays profound structural changes are in process (the fusion of organizations, the elimination of some, and the creation of others), and ways to renew the economy are being sought. We need a rational and effective use of our few resources, and the internal information provided in the records must be seen as a

valuable resource that should become an asset in achieving the objectives of our organizations. That is why we need to improve records management practices.¹¹

Nevertheless, there is not a real realization of this. We have a statute in our country on records management and archives administration, even though it is not correctly and systematically followed. In spite of the existence of Law 714, which is a guideline for archival activity nationwide, staff and decision makers in organizations do not recognize its importance, and the close relations with the National Archives that should characterize organizational relations are not strong enough to achieve effectiveness and systematization in transferring documents with permanent value to the National Archives.

In addition, the people in charge of decision making in organizations do not see the importance of having dynamic records management programs, so nothing much has been done so far relative to existing needs.



Conclusions

To make our past prologue

The situation described above gives rise to many questions. What are we going to do? Will posterity have a fund of knowledge and experience in which to search for criteria without being grossly misled? Will much of the valuable experience of the last 35 years be lost? How will social evolution during this period be understood without the existence of records as evidence of the activities of the organizations in our rough times? Will the records give an incomplete and unrealistic view of this?

We have lost a lot, and we are still losing. We need change with regard to this problem. At the very least, we need much stricter compliance with the regulations on archives and records management, as well as the use of standards and procedures for organizing and coordinating the treatment of records in organizations; for this, we need to design records management programs according to the characteristics of our organizations.

Given the lack of a professional archival school in our country, these tasks must be accomplished by the graduates in library and information science from the Faculty of Communication at the University of Havana, who need to acquire a deeper knowledge, especially of records management. This will make it possible not only to meet the current great demand successfully, but

also to expand the marketplace for our graduates.

I have heard many different opinions on this problem. Some people say that a specialization in archives and records management is necessary, maybe as a postgraduate program at the fourth level of education. I agree with this idea. I believe that reality demands it. The formation of a professional able to manage with intelligence the enormous amount of records created by organizations is only possible by giving him/her a deep knowledge of all aspects of this complex activity, from its historical antecedents, management techniques and database management to aspects such as forms design and the professional ethics of records management programs.

Only if we are able to do this and if our organizations start to design and put into practice records management programs to regulate the creation, movement and usage of records during their life cycle, will we guarantee the absence of gaps in our history and the growth of security and reliability in the functioning of our organizations; and this will then help to achieve that positive growth in our organizational productivity and efficiency which we so much desire.



Notes & References

- 1) Our press daily reflects this situation. Recently we have witnessed the approval of an unprecedented number of resolutions designed to clean up the economy and reactivate it. See R.D. Rosell, "Eficiencia: el abretesésamo de la economía," *Tribuna* 24 (Abril 1994): 3.
- 2) S. Vázquez Bronfman, "Nuevas tendencias en la organización empresarial: factores de éxito en la información de empresas," *Alta Dirección* (España) 143 (1988): 445.
- 3) Anne Morddel, "Current Records—Records Management as a Service," *ASLIB Proceedings* 42 (11/12) (November/December 1990): 288.
- 4) M. Cook, *The Management of Information from Archives* (Brookfield, Vermont: Gower Publishing Company, 1986), 36. Cited in: Luciana Duranti, "The Odysseys of Records Managers" in: Tom Neshmit, ed., *Canadian Archival Studies and the Rediscovery of Provenance* (Metuchen, N.J. & London: The Scarecrow Press Inc., 1993), 54.
- 5) Michael Allen, "Cleaning House: U.S. Companies Pay Increasing Attention

to Destroying Files," *The Wall Street Journal*, 2 September 1987, p.1, col.1.

- 6) [Because of a difficulty in communications at the time of printing, this footnote is not available at this time. It will be printed in the next *Ohio Archivist*.—The Editor.]
- 7) Mitch Betts, "Ignore Archives Issues at Your Peril," *Computerworld* 26(9) (March 2, 1992): 71, 74. There are many examples of this kind, and not all of them are alien to our national reality. The Ministry of Communication discovered a sizable fraud in the postal money order system precipitated by the handling of false postal money orders, undetected because of the lack of a proper records management program. Although this problem has been solved, the lack of control in the management of such documents, just in this one case, made possible the loss of \$360,000 to the country.
- 8) M. L. Conde Villaverde, *Manual de Tratamiento de Archivos Administrativos* (Madrid: Dirección de Archivos Estatales, 1992), p.17-18.
- 9) M. Vázquez, "Habla Aurelio Tanodi sobre temas de archivística," *El Mundo de los Archivos* (Argentina) 1(6) (julio-agosto 1982), 191.

- 10) O. Pedierro Valdés and T. Quesada, "La Aduana General de la República: fuente de completamiento del Archivo Estatal Nacional," *Boletín del Archivo Nacional* (Cuba) 5 (1991), 15.
- 11) The reorganization of the Administración Central del Estado (Central State Administration) is one of the measures intended to reinvigorate the economy. Our government realized the urgent necessity of the modification of Law 67 (April 17, 1983) to adapt it to our current situation. With the new disposition, the State Department of Economy, the Department of Economic Collaboration, *et al.*, have disappeared, and others, like the Ministry of Tourism and the Ministry of Planning and the Economy, have appeared. See: "Law 147 De la reestructuración de las organizaciones de la Administración Central del Estado," *Tribuna*, 24 Abril 1994, p.7; and "La Administración Central da el ejemplo y la pauta" (editorial), *Trabajadores*, 25 Abril 1994, p.2.

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THE CUBA PROJECT

Council has approved the purchase of publications on the wish list of the Cuban archivists, to the amount of \$125. A similar purchase was authorized last year, but SAA and other organizations generously donated publications and the money was not used. The T-shirt sales have broken even, but to date there hasn't been a profit to use for publications. **Any publications on records management or archives that you do not need would be appreciated. Long runs of serials are particularly needed.** Please send them to the Editor (address on back page).

Records schedules are another area of interest to Cuban information professionals. They can be used as examples in setting up their own schedules. Council will be gathering examples to send; please forward any that you might wish to contribute to the Editor.

A third area in which SOA is helping out is in publishing articles written by members of the Association of Cuban Archivists. The article by its president in this issue is the first of many. There will be another on conservation policy at the Cuban National Archives in the fall issue. At this time, the Cuban archivists do not have the facilities for publication in their own country, and information on their work needs to get out to the U.S. and other archival communities. We are trying to help provide that service.

THE MCKELL LIBRARY AT THE ROSS COUNTY HISTORICAL SOCIETY

The McKell Library now has over 10,000 books and pamphlets in its catalog. The core of the collection consists of gifts from Colonel David McCandless McKell. These gifts started in 1940 and continued for 22 years. After his death in 1962, his family donated his personal collection of books and manuscripts to the Society. In addition, through the years, many residents of Ross County have given their special books to the Society. Subjects range through the entire Dewey Decimal System. The 19th century is the most heavily represented, but the time span covered ranges from the 12th century to 1993. The library's strongest subject is history.

The manuscripts collection includes territorial and early statehood documents and the papers of David Trimble, Benjamin F. Stone, James Swearingen, Samuel Williams, Joshua Sill, and Edward King and his wife, Sarah Worthington.

The Territorial and Early Statehood Collection is comprised of those documents having to do with events occurring during that period and with men who played prominent roles, i.e., Arthur St. Clair, Edward Tiffin, Thomas Worthington, Duncan McArthur, Nathaniel Massie, Return J. Meigs, Jr., Ethan Allen Brown, and John McLean. There are approximately 600 items in the collection.

The collection includes legislative acts and resolutions; court orders and other territorial and court documents; militia and public office commissions; petitions; and proclamations. There are numerous papers relative to the attempts to remove St. Clair as territorial governor. Most of these are memoranda written by Thomas Worthington enumerating the charges against St. Clair and his correspondence concerning those charges.

Thomas Worthington's papers make up the major part of this collection. These include correspondence and Senate papers relative to the War of 1812, the investigation into William Henry Harrison's 1811 Wabash campaign,

public lands, Indian affairs, and military affairs.

David Trimble of Mt. Sterling, Kentucky was a lawyer, politician, and successful businessman. He served in the War of 1812. The Trimble collection contains over 1000 cataloged items which span most of Trimble's adult life. The most valuable part of the collection deals with his participation in the War of 1812. Included are documents pertaining to his role as quartermaster for Gen. Green Clay and as aide to Gen. William Henry Harrison.

A large portion of the Trimble collection is comprised of correspondence and memoranda relating to Trimble's congressional career (1818-1828). The most significant of these concerns the presidential election of 1824, which was decided in the House of Representatives. Trimble served on military, banking and commerce, and foreign relations House committees. Two letters are of special interest. One, written by the widow of Stephen Decatur, is a lengthy explanation of her husband's actions against the Tripolitan ships. The other is a memorial to Congress from Commodore David Porter. The remainder of the Trimble papers pertain to Trimble's business interests.

Samuel Williams of Chillicothe served two tours in the War of 1812. He was also appointed deputy marshal and given the care of British prisoners of war held at Camp Bull near Chillicothe. He served as clerk in the General Land Office in Washington under Edward Tiffin. He was chief clerk in the land office at Chillicothe and moved to Cincinnati in 1829 when the land office was relocated. Williams was a devout Methodist and devoted his life to serving his church. He was one of the founders of the Wesleyan Female College at Cincinnati and was instrumental in starting the publications *The Ladies' Repository* and *The Methodist Almanac*.

The Williams collection contains over 1200 cataloged items. The most significant are the papers concerning his military service in the War of 1812 and his role as deputy marshal. There are

narratives describing Methodist camp meetings and records of church trials, most significantly that of Edward Tiffin. The correspondence includes letters from Tiffin, the historian Caleb Atwater, and Hezekiah Niles, publisher of *The National Register*. Williams acted as agent in Cincinnati for several Ross County Revolutionary War pensioners. There are about 150 letters pertaining to these payments.

Williams was a prolific writer, and the collection contains rough drafts of articles on a variety of subjects written for publication. The minutes of organizations for which he served as secretary have survived and include those from the American Colonization Society at Chillicothe.

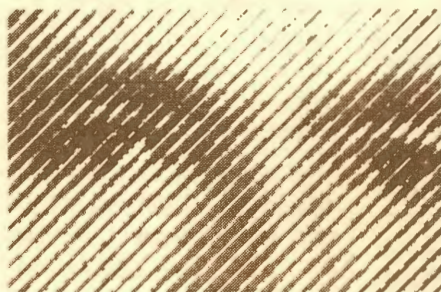
The King-Worthington collection contains primarily family correspondence, which provides insight into the lifestyles and politics of the period between 1818 and 1875. Of special interest are the letters written by Sarah in which she describes in detail the sites she visited during several European tours. The Swearingen papers are mostly of local interest.

The Society has several manuscript collections from the Civil War period. These include the papers of Brig. Gen. Joshua Sill, graduate of West Point, killed at the Battle of Stone River; Capt. B.F. Stone of the 73d OVI; Col. Allison L. Brown, commander of the 149th ONG; and Maj. James C. Foster, officer in the 59th U.S. Colored Infantry.

The McKell Library is open to the public from 1 to 5 Tuesday, Wednesday, Friday, and Saturday. The catalog is available on computer and in a card file, and a microfilm reader/printer and copy machine are available. Selected items are available only by appointment. Use of the library is free to members of the Ross County Historical Society; there is a \$2 fee for nonmembers. Research requests by mail or telephone are welcome. There is a \$1 per page charge for such requests.

Pat Medert, Archivist
Ross County Historical Society

The Ryan Collection in the Netherlands: an outreach case history



The challenge: to attract wide attention to a collection, the archives, and the institution. The solution: target an audience and tailor the material (with a lot of help from your friends).

All of us have collections which are little- or under-used and which should be presented to potential users in some way that gives them an idea of the great potential resources. Here is how we promoted the Cornelius Ryan Collection in September of 1994.

The story actually goes back to the summer of 1991, when we tried to



Opening ceremony of the display at the Airborne Museum "Hartenstein" in Oosterbeek. L to R: Adrie Nab, Adrain Grooneweg, and Doug McCabe.



A line of tanks from a British armored division along the dike road just north of the Waal River near Oosterbeek. This was nearly the farthest penetration of Allied ground forces in the operation, just short of the Arnhem "bridge too far," and not far enough to save the stranded British 1st Airborne Division.

ALL PHOTOS COURTESY OF DOUG MCCABE AND OHIO UNIVERSITY

interest the rest of the university community in using the Ryan Collection as a way to commemorate the 50th anniversary of World War II. Ryan was the author of three battle books about the war (*The Longest Day*, *A Bridge Too Far*, and *The Last Battle*), and all his research material is now housed at Ohio University's Archives and Special Collections. We suggested a wide range of on- and off-campus activities, some to be the responsibility of the Archives and many which could be done by academic departments. No one was interested, and the ideas withered away. Then came a new Vice President of University Relations, Adrie Nab, and we were off and running!

Nab just happens to have been a little boy in the Netherlands in 1944, when the battle called "Market-Garden" took place in his back yard. (This was the topic for Ryan's *A Bridge Too Far*.) Furthermore, he had been present for some of the filming of the movie. He not only became deeply interested in the Ryan Collection, but was willing to take the lead in the push to exhibit materials from the collection in the Netherlands.

While Adrie began making contacts with cities and museums in the Netherlands in September 1993, we began to sift through the collection to decide what would make a presentable exhibit. We quickly came to the conclusion that we should use the hidden power of the unused experiences of people who were actually in the battle. Ryan had been in contact with 1242 people of six nationalities, and he collected numerous questionnaires, accounts, diaries, letters, and photographs relating to the battle.

The Cornelius Ryan Collection at Ohio University contains all the research materials for Ryan's three World War II battle books, as well as items related to his numerous articles, including a series on manned space flight run during the early 1950s in *Collier's* magazine. The research files represent contact with over 3000 people who partici-

he also worked in the Pacific and Japan in the last months of the war and in the immediate postwar period. After a stint in Palestine, he came to the U.S. in 1947, where he worked for *Time* before moving to *Collier's*. When the latter went out of business, he started his first battle book, *The Longest Day*. That began a long association with *Reader's*



Journalist, historian and author Cornelius Ryan

pated in D-Day, the liberation of the eastern Netherlands, and the last days of the war in Germany. This is perhaps the largest collection of its kind outside of government repositories. In addition, all of Ryan's private library was deposited with the university.

Ryan was born in Dublin, Ireland and served as a war correspondent attached to the Eighth Air Force and Patton's Third Army in Europe;

Digest, in which he utilized both their worldwide research facilities and their distribution network. His other two war books were *The Last Battle* and *A Bridge Too Far*. Ryan died in 1974, two months after the last book was published. The Ryan Collection came to Ohio University in 1981, mainly through the long-time friendship of the Ryans and the late John Wilhelm, former Dean of the College of Communication.

- Obviously, most of the stories were not used in his book and have lain dormant for many years.

That, then, became the theme of the exhibits: "Untold Stories from *A Bridge Too Far*." The idea was to select themes such as tragedy, humor, and controversy; to find soldier and civilian reactions; and then to quote from those experiences. This meant reading all 1242 files and selecting appropriate comments. Many an evening and weekend was devoted to this time-consuming task during the winter of 1993-94. All the stories and most of the photos had never been seen in public.

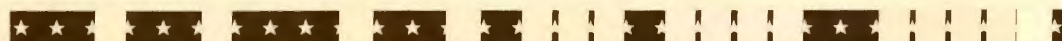
While that process was going on, we found three sites in the Netherlands to host the exhibits. Two were museums—the Airborne Museum "Hartenstein" in Oosterbeek (the former headquarters of the 1st British Airborne Division just west of Arnhem—the "bridge too far") and the Liberation 1944 Museum in Groesbeek (dedicated to the area's liberation by the US 82nd Airborne Division and located just west of the German border). The third site was the city hall of Nijmegen, in the exhibit area called "Open Huis." The two museums had very small display areas available, while Open Huis had room for a major exhibit.

After a trip to the Netherlands in January, things went into high gear with the selection of materials and the planning of how they were to be displayed. We also decided to do a major exhibit here at the Archives, using the same theme, except that all three books were to go up for the

anniversary of D-Day. By July, most of the departments in University Relations were roped into providing support. These included Graphics, the photography service, the museum staff, the print shop, and the press office. Fortunately, we could rely on the sites to provide backdrops so all the display materials could either be shipped easily or hand carried.

The first week of September was spent setting up the exhibits and dealing with the inevitable on-site surprises. To our advantage, most Dutch people speak English, and they were eager to help clear up any difficulties. When the time came for the scheduled opening ceremonies, everything was ready to go.

Those ceremonies were handled by the sites and included international press coverage (newspapers and television), while we and Victoria Bida, Ryan's daughter, arrived to open the exhibits officially. The opening ceremonies were planned for the week prior to the official beginning of the commemorations, in order both to avoid interfering with those ceremonies and to guarantee a wider press window for our exhibits. It worked wonderfully.



Some "Untold Stories from *A Bridge Too Far*"

“I heard a spine chilling cry from someone yelling 'Gld-ers!' At this moment we were all looking toward the east.

The gliders were coming down behind us. I turned around and to my amazement I saw just over the tree tops planes releasing gliders which then sighed and whistled down on the heath. I felt sick to my stomach. I unbuckled my belt and went behind the bushes. I did a very human thing. While crouching, relieving myself, I reflected on the situation.” —*Maj. Sepp Krafft, SS Panzer Grenadier Training Bn.*

★

“There were children who played with grenades that exploded. Their remains were brought to us at the Moll Garage in palls with the message: here are six children. But when I finished the examination, I found out I had 14 little feet.” —*Medical serviceman Johannes Tempel, Nijmegen*

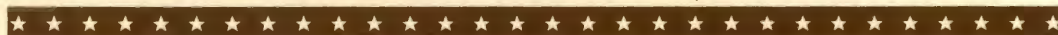
★★

“On one re-supply drop a pannier landed on the roof of a house near us. The easiest way to free it was to enter the house, get out the skylight, and cut the rigging lines. I got to the front door and found it locked. Raised on gangster films, I tried to shoot the lock out with my Sten. Nothing happened. Again I tried. Still nothing happened.

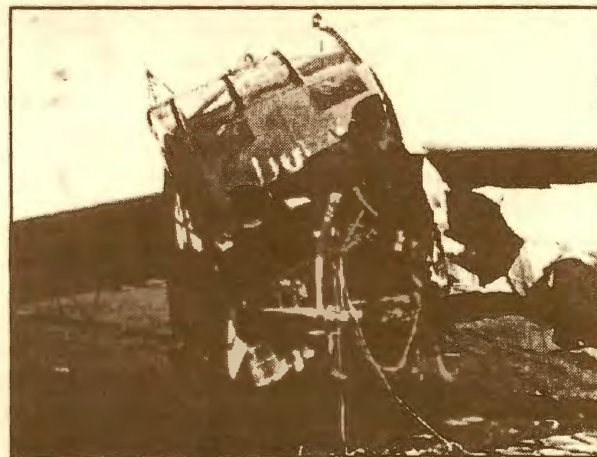
Eventually I loosed off my magazine and from within came the weary voice of one of my mates, “For God’s sake knock off the shooting and I’ll draw the bolt. The bloody windows are wide open anyway, you silly sod!” —*Gunner Robert Christle, Royal Artillery*

★★★

“Within 15 minutes after we had dropped in Holland, a P-47 fighter plane was hit by anti-aircraft fire and was smoking. The plane, when I first saw it, was approximately 1,500 to 2,000 feet up and I expected at any time to see the pilot bail out. But instead, he brought the plane down in a field with a bitter landing and the plane skidded for about 200 to 300 yards. It finally broke in front of the cockpit and behind, until there were three pieces, and the motor was rolling down the field by itself. The only section that stayed intact and did not turn over was the wing section where the cockpit was. I knew surely that the pilot must be killed, but in a moment I saw the canopy slide back and a little tow-head pilot, with no hat on, with a .45 slung under his arm, and wearing a flight suit, jumped out of the cockpit and ran toward us. I said, ‘Man, why in the hell didn’t you jump?’ He said, ‘Hell, I was afraid to!’” —*S/Sgt. James Jones, U.S. 82nd Airborne Division*



One of the American landing zones full of WACO CG4a gliders designed and built in Troy, Ohio. (Photo taken by combat soldier Stanley Weinberg, 82d Airborne Division, from his foxhole.)



Even coming in on soft ground in broad daylight, with no trees, did not guarantee easy landings. This WACO CG4A glider took it on the chin.

RONDOM NIJMEGEN

"Generaal Eisenhower vond Montgomery een psychopaat"

NIJMEGEN - Velen kennen 'Een brug te ver', over de slag bij Arnhem, enkel als film. Maar ten grondslag aan de film lag het gelijknamige boek van Cornelius Ryan uit 1974. Voor het boek heeft Ryan gebruik gemaakt van de gegevens van meer dan 3.000 personen, zowel militairen als burgers. Uiteindelijk heeft hij maar een fractie van het materiaal voor het boek gebruikt. Ter gelegenheid van het 50-jarig jubileum van Operatie Market Garden zijn er in het Open Huis in Nijmegen, het Bevrijdingsmuseum in Groesbeek en het Airborne Museum in Oosterbeek tentoonstellingen opgericht waarbij gebruik wordt gemaakt van het archief van Ryan. Samen-

De Amerikaan Doug McCabe beheert de archieven van Cornelius Ryan, schrijver van 'A bridge too far'. In Nijmegen, Groesbeek en Oosterbeek...



Doug McCabe before the title panel at the exhibit in Nijmegen City Hall's "Open Huis." From the September 14, 1994 edition of *De Brug*, Nijmegen, Netherlands newspaper.

We know we managed to get two segments in national television news broadcasts, one for three minutes and the other for five; and we know of five newspaper stories. There was another story sent out via the national wire service, which could have been picked up by any Dutch paper—and (lo and behold!) *The Columbus Dispatch* even did a story by means of FAX, email, and phone while we were still in the Netherlands.

While the museums tended to interest veterans and people from other countries, Open Huis in Nijmegen catered mostly to the Dutch citizenry. For the month the exhibit was up in Nijmegen, hundreds of people a day came through to look and learn or remember. Hundreds of other people saw the displays at the museums. Those

displays were so well received that they have become permanent exhibits.

An Ohio University delegation accompanied the exhibits and participated in the Dutch commemorative events. Included in this group were the Vice President of University Relations, a member of the Board of Trustees, and the university's most important benefactor. The outgoing university president had already given his blessing to the project based on the fact that it would give the university positive international exposure. The new president would have gone on the trip if it had not fallen in the first quarter of his tenure and on the weekend of the first home football game.

In the end, we met all of our goals, albeit in varying degrees. It would have been good to see more related exhibits

or programs around campus in other parts of the university. The displays could have looked better if we had had more money to spend on them. We would have liked CNN or other international networks to pick up on our story. Yet thousands, and perhaps millions, of people are aware of Ohio University who had never heard of us before. They now know we have the Cornelius Ryan Collection. U.S. and British veterans and Dutch civilians have contacted us to consult it or donate materials as supplements to the collection. Finally, we took on no more than we could handle and made the most of it.

Douglas McCabe
Ohio University

Ohio Historical Records Advisory Board (OHRAB) Annual Report, July 1993-June 1994

[The report reprinted here appeared in October, 1994, after the fall issue of OA had already been distributed.]

In December 1993, the National Historical Publications and Records Commission (NHPRC) awarded a planning grant of \$18,524 to the Ohio Historical Records Advisory Board, which enabled the Board to share its *Ohio 2003 Draft Plan* with all Ohioans concerned with preserving historical records. The beginning of the grant period sparked an intensification of Board activities. The Board met four times in 1994, in January, February, March, and June. In the spring, the Board produced an informational brochure, which includes the draft plan, a timeline of grant activities, NHPRC application deadlines, and the Board roster. Board members distributed approximately 2000 of the new brochures at the six regional Ohio Library Council chapter conferences, the Ohio Genealogical Society's annual meeting, the local history workshop at Bowling Green State University, and the spring meeting of the Society of Ohio Archivists. In addition, the brochures were distributed to libraries, archives and historical societies together with the Preservation Action Agenda written by the consultant to the NEH-funded Statewide Preservation Project.

The draft plan appeared in the Society of Ohio Archivists' *Ohio Archivist* (Spring 1994), the Ohio Historical Society's *Preview* (Winter 1994) and *Echoes* (October 1993), and the Ohio Academy of History *Newsletter* (Winter 1994). Distribution and publication of the draft plan increased awareness of the Board's activities and also inspired several projects related to the Board's goals—one to link electronically the catalogs of the three largest historical societies in the state, and another to focus on Ohio's anti-slavery movement.

One Board member, John Fleming, resigned from the Board, and the terms of William Crowley, Dennis Harrison and Diana Synadinos expired. After the reporting period, Governor Voinovich reappointed Dennis Harrison to serve another term and appointed Carol Tomer, James Oda, and Michael Lucas to fill the vacancies left by Synadinos, Fleming and Crowley. Lucas, who began attending Board meetings in February, replaces Crowley as the representative from the State Library of Ohio. In addition, at the Board's invitation, Mary Bowman, President of the Ohio Genealogical Society, began attending meetings in February. The Board seeks to foster closer ties with genealogists, who represent one of its largest beneficiary groups, and whose interest on preserving Ohio's documentary heritage makes them vital allies in the Board's efforts to implement its plan.

The Board divided into subcommittees to develop an implementation schedule for each goal of the *Ohio 2003 Draft Plan*. 1) George Bain, Mary Bowman, and Barbara Floyd will focus on Goal A, "To assure the preservation of Ohio's documentary heritage through collaborative efforts." 2) Roland Baumann and new Board members Carol Tomer and James Oda will focus on Goal B, "To assure citizens of Ohio an accessible documentation of both common and diverse elements of their historical experience." 3) Jonathan Dembo and Michael Lucas will focus on Goal C, "To achieve progress in the preservation and use of original source material in Ohio." 4) Dennis Harrison and Alice Cornell will focus on Goal D, "To generate public support for an accessible historical record."

Two grant applications brought draft proposals before the Board to receive comments and suggestions: Janet Kalven has prepared a proposal to process photographs in the Grail National Archives against the October 1 deadline, and Raimund Goerler submitted, and the Board reviewed, a proposal to organize a conference on electronic records issues in colleges and universities against the June 1 deadline.

The Board implemented several objectives of the *Ohio 2003 Draft*

Plan during the period of this report. It met with Robert Straus, the consultant to the Statewide Preservation Project, and with the Council of the Society of Ohio Archivists to explore possible avenues of collaboration. With the Council, the Board discussed how the two groups might work together to expand upon SOA's Archives 101 workshops, launched in April. The Board also encouraged Raimund Goerler to develop his grant proposal, which carries out recommendations of the Working Meeting on Research Issues in Electronic Records. Additionally, Board members expressed an interest in founding regrant projects focusing on antebellum reform movements, military/social history, 20th-century Ohio history, women's history, religious history and the history of minority groups.

In the next year, the Board will build on the groundwork accomplished during the fiscal year 1994. Encouraged by the success of the Society of Ohio Archivists' first Archives Week in 1993, Board member George Bain, who initiated and organized the program, expects greater participation in and public reaction to Archives Week 1994, to be held in September. The Board agreed that this year's theme, "Sports and Recreation in the Archives," should capitalize on the interest in sports history generated by Ken Burns' miniseries, "Baseball." In November, George Parkinson and Barbara Floyd will chair a panel discussion on the *Ohio 2003 Draft Plan* at the annual meeting of the Ohio Association of Historical Societies and Museums. The Board will continue to explore ways to fund a regrant program, possibly coordinating its efforts with those of the Statewide Preservation Project Committee. Jonathan Dembo will develop a session devoted to gaps in Ohio's documentary history for the spring 1995 meeting of the Ohio Academy of History. Lastly, the Board will work to finalize the *Ohio 2003 Draft Plan*, to develop a specific workplan to accompany it, and to translate its goals into action.

George Parkinson
Ohio Historical Society
Deputy Coordinator, OHRAB

"Actual cost" is not an issue— Archivists can support open records

Ann Fenley of Dayton is a genealogist as well as an open records advocate. Her work has frequently led her to archives where public records are housed, and so she has met many archivists and knows that some of them have had a difficult time with the controversy over the cost issue in the recent legislative proposals. She presents her point of view to Ohio's archivists.

Now that the Ohio Supreme Court has ruled that copies of public records are to be provided at "actual cost" (not to include employee time or labor), most Ohio archivists can feel free to give their wholehearted support to the ancient, but active, cause of open public records.

Many archivists throughout the nation have long been open records advocates, but some archivists in Ohio rejected that role, choosing instead to oppose open records measures that would have defined the "at cost" provisions of the existing law.

Consequently, while the state archivist of Massachusetts was championing open records in his state, some archivists were working against open records in Ohio.

When a bill to close vital statistics records in Massachusetts was pending before the legislature, state archivist Albert Whitaker denounced the attempt. When the bill was rewritten to keep vital records open, he praised the new efforts. "There's always a propensity among

government bureaucrats to look at limitations as a device of protection," he said, according to a news story (*Boston Globe*, Dec. 3, 1993). "But the public needs the protection of a free flow of information."

Like many other archivists, Whitaker apparently recognized the historical imperative of keeping public records open in a nation where the form of government was created by men who advocated open public records. In 1776, the signers of the Declaration of Independence included impeding access to public records as an example of the king's tyranny. From that time on, the open records cause was a part of the fabric of our free, democratic society.

True, it could be argued that the "cost" issue, so divisive in Ohio, did not arise in either of the above situations.

However, since public records belong to the public, it followed that copies of them should not be sold back to the public at a profit. This principle has been recognized by a number of public records repositories, including the National Archives (25 cents a page) and the State Archives of Oregon (15 cents a page).

But in Ohio, where the state statute requires that custodians of public records provide copies "at cost," a controversy raged over just what that cost may include.

When open records advocates attempted to better define "at cost" through new legislation, they were opposed by a core group of governmental lobbyists and officials who argued that the existing statute allowed them to use the sale of copies of public records as a source of additional revenue.

The threat of losing a supposedly acceptable source of funding understandably caused concern among some of the archivists who have public records in their custody. A few became active opponents of the legislative efforts of open records advocates during the 1992-1993 session of the General Assembly.

Of these, House Bill 58 (open records) was passed by the full House in 1993, after the public records provisions, distorted by amendments, were stripped from Substitute House Bill 111 (open records, open meetings). At the end of the session, HB 58 died in committee.

The much-maligned Ohio House Bill 696 died in subcommittee last year after it was buried under an avalanche of criticisms and dire predictions from opponents. If the bill had been enacted it would have given custodians of public records more leeway on cost than the existing statute (R.C. 149.43), as interpreted by the recent decision of the Ohio Supreme Court.

In that decision, made on October 26, 1994, Ohio's high court also ruled that "the

right of inspection...is not conditioned on the payment of any fee under R.C. 149.43 [Public Records]." A few repositories of public records charge entrance or inspection fees, apparently without realizing that they are not in compliance with the law. This is the type of misunderstanding that could have been avoided under the specific language of HB 696, or similar legislation to be introduced in the new session.

By the time you read this, the new open records bill may already have been introduced. There is still an urgent need for a better defined, more effective public records law in Ohio. The current law is frequently ignored by public officials who feel they have nothing to lose if challenged, and who will not hesitate to waste the taxpayers' money in defending themselves against actions for noncompliance.

At the same time, public records custodians who are more interested in understanding the law than in thwarting it would benefit from having well-defined guidelines and more leeway in following them than the current law allows.

Like others before it, the new bill will be attacked just as strongly as if a major bone of contention had not been buried by the Ohio Supreme Court's decision. As before, rumors will be circulated and specious arguments will be advanced.

What could make the difference? The support of Ohio archivists returning to their traditional role as champions of open records.

Ann Fenley
P.O. Box 14296
Dayton 45413

New Ohio Publications

The **American Jewish Archives** in Cincinnati has recently published an instructional manual. Entitled *Starting from Scratch: Creating the Synagogue Archives*, this manual discusses the basics of starting a synagogue archives and includes discussions of arrangement and description, access, and an introduction to archival thought and theory. Copies are available for \$10 each from the AJA at 3101 Clifton Avenue, Cincinnati, OH 45220 (tel: 513/221-1875; FAX: 513/221-7812).

A recent book by Barbara Christen is the second in the Lorain County Historical Society series. *City Beautiful in a Small Town: the Early History of the Village Improvement Society in Oberlin* is a study of the community's quest to improve itself aesthetically and draws heavily on the minutes of the Village Improvement Society and stories from the *Oberlin News*, both in the **Oberlin College Archives**. For further information on the book, contact the Lorain County Historical Society, 509 Washington Ave., Elyria (tel: 216/322-3341).

The **Dayton and Montgomery County Library** announces the availability of several inventories in its Dayton Collection which have recently been arranged and described; copies of all are also available for sale. The inventories cover: 1) the Women's Suffrage and League of Women Voters Collection; 2) the Paul Laurence Dunbar Collection; 3) the Shakers Collection; and 4) the Montgomery County Horticultural Society Collection.

These inventories are priced at \$17.00 each plus \$3.00 for shipping and handling. Please contact either Nancy Horlacher or Elli Bambakidis at the library (tel: 513/227-9500, ext. 317 or 323).

The **Ohio Preservation Council** in cooperation with the **State Library of Ohio** has published *Managing Preservation: A Guidebook* as part of the State Library's series of "Occasional Papers." Books in this series serve as practical guides to assist library directors with planning in all areas, and this volume is also aimed at historical societies and preservation groups. The project, first conceived by Bill Crowley, was carried out by an Editorial Committee which began work in 1992. Now that the work is complete, it is clear that it will be used as a textbook for various preservation courses taught at the graduate and continuing education levels.

The project was done with the understanding that managers must deal with competing demands from other library programs; it was to address the cost of preservation in the context of tangible benefits derived through preservation activities; and in order to better affect decision making, it was to be practical and informative in the best tradition of applied scholarship. It includes annotated bibliographies dealing with print and audiovisual materials. Individual chapters were written by various authors, many of whom are SOA members: A. Patricia Smith (Ohio U), Barbara Floyd (U of Toledo), Frances McClure (Miami U), Barbara VanBrimmer and Wesley Boomgaarden (OSU), Dina Schoonmaker (Oberlin College), Vernon Will (OHS), Deborah Hefling (Cleveland Public Library), Ginny Wisniewski and Toby Heidtmann (both U of Cincinnati). For further information, contact Clara Ireland, a member of the Editorial Committee, at The State Library of Ohio (tel: 614/644-1972).

SOA ELECTIONS

Candidates respond to questions on the issues

VICE PRESIDENT

One of the duties of the vice president is to conduct strategic planning for SOA. What projects and ideas would you like to see implemented by SOA over the next five years, and how are you suited to accomplish them?

ANN B. AMELING: Assistant Curator of Manuscripts, Western Reserve Historical Society. Degrees: B.A. and M.A., Cleveland State University. Member: SOA, MAC, Cleveland Archival Roundtable, Ohio Historical Society, OAH.

A project that I would like to see implemented by SOA over the next five years would be a roundtable and support group for members considering or implementing new computer system solutions for archival processes and control. My contribution to this project would arise from the fact that I have many years of experience in the business world (corporate archivist for Picker International, etc.), which includes writing documentation and training materials for computer systems. I have confronted the problems encountered by organizations when computer solutions are introduced. This experience suggests ways that people with common concerns can pool knowledge, leading to better planning and decision making.

KENNETH M. GROSSI: Assistant University Archivist, The Ohio State University. Degrees: B.A., University of Akron. M.L.S., Kent State University. M.A., Case Western Reserve University. Ph.D. in progress, The Ohio State University. Member: SOA (Secretary-Treasurer, 1989-1995).

I would like the opportunity to serve as vice president in order to help Council continue the excellent programs which have been developed and encourage more members to get involved in SOA Council projects.

During my tenure as SOA secretary-treasurer, I observed and participated in many good projects and meetings sponsored by the Society. Archives Week, Archives 101, concurrent sessions at meetings, the SOA listserv, the membership drives, and the Merit Awards are examples of the recent successes of SOA. As vice president I would help Council continue these programs.

The membership should be kept apprised of news and information concerning the archival profession. I would like to see the SOA listserv be continued as a statewide information resource as well as the mailing list, to keep the membership current on relevant issues and activities at historical societies, universities, and other institutions. Since the vice president is charged with the responsibility of legislative liaison, it seems logical to give that person the responsibility of collecting and disseminating other information as well. As secretary-treasurer, I have used the listserv to post announcements for institutions and forwarded others to the editor of the *Ohio Archivist*, but I did not actively pursue the announcements. The vice president should work with the *Ohio Archivist* editor and the secretary-treasurer to supplement the activities of these two offices.

I believe it is important to get the membership more involved. I would like to see a mail-in ballot system implemented as a way to encourage more participation. Other organizations use this method, and I believe it would provide our members with a better sense of

belonging. This idea has been previously discussed, and I believe it is time to follow through.

Recently, members of SOA have been discussing future goals of the Society. The primary question seems to be "Where are we headed?" Do we wish to maintain the status quo, or do we plan for expanded programs? I believe we can expand our services to the archival profession, but only if we have the support and assistance of the membership. Too many times the planning of our meetings or projects is left to a small number of dedicated individuals. The SOA retreat in February will hopefully assist Council in its planning for the future, as well as identify members who are willing to serve.

As secretary-treasurer I have gained a good perspective about the needs of the membership, as well as the goals of Council. I believe the two most important traits for being a good officer are dedication and the ability to work with others. I have enjoyed working with the Council members and encourage others to consider service in SOA.

SECRETARY-TREASURER

What is the role of the secretary-treasurer in SOA and how will your strengths and experience add to the position?

DIANE MALLSTROM: Kappa Kappa Gamma Fraternity Archivist. Degrees: B.A., Hanover College; M.A., Wright State University. Member: SOA (Council, 1993-95), SAA.

The role of the secretary-treasurer of the SOA is to keep all financial records in order and keep the membership informed of Council proceedings. The position requires attention to detail in banking records and minutes of Council meetings. This position is the heartbeat of the organization, and the individual has a major responsibility in keeping the Council and membership informed regarding dues and balance accounts.

In my personal and professional financial responsibilities, I have kept fastidious records. I take all obligations seriously and have served on the SOA Council. I am also active in my church, serving two terms as deacon. My reliability has never been questioned, and I will be dedicated to the tasks at hand.

KERRIE A. (MOORE) ROMERO: Archivist/Preservation Officer, University of Dayton. Degrees: B.A., University of Dayton; M.A., Wright State University. Member: SOA (Local Arrangements Committee, 1991); SAA (intern, Committee on Automated Records & Techniques; Automated Techniques & Activities Task Force); MAC, Miami Valley Archivists Roundtable; Academy of Certified Archivists.

The secretary-treasurer is responsible for membership maintenance, the financial affairs of the organization, and recording the minutes of Council meetings. The responsibilities of this office are a critical aspect of the Society's ability to thrive as a nonprofit organization designed to be a forum for Ohio archivists.

I will apply my strong organizational skills to accomplish effectively the responsibilities of this office. I have also been secretary of the Roesch Library Coordinator's Committee for three years.

COUNCIL

How will you as a Council member apply your strengths and experiences to continue the mission of SOA as an organization through which archivists and those in related fields can exchange ideas, discuss issues, pursue education, and promote our archival field?

DAWNE DEWEY: Archivist, Dept. of Special Collections and Archives, Paul Lawrence Dunbar Library, Wright State University, 1989-. Degrees: B.A. and M.A., Wright State University. Member: SOA (Nominating Committee 1992, Local Arrangements Committee 1991), SAA, Miami Valley Archives Roundtable (Chair, 1991-).

As an SOA member, Archives Week regional coordinator, chair of the Miami Valley Archives Roundtable for the past four years, and as an archivist at Wright State for the past six years, I've had many experiences, both as an organizer and attendee, at special meetings, events and workshops. If elected to Council, I would use the administrative skills I've learned and the experience I've gained in the workplace to continue and hopefully enhance SOA programs already in place, as well as suggest ideas for new ones. I would suggest more opportunities at the spring and fall meetings for open discussion to exchange ideas and discuss relevant issues. In the area of education, I would strongly encourage SOA to continue to work with related organizations and plan or co-sponsor many more one-day workshops such as the paper conservation workshop held at the fall 1994 meeting in Cincinnati with the Ohio Preservation Council. This is just the kind of hands-on training that many of us need to keep practiced in skills we already have and to learn new skills that some of us may not have received in graduate school. The Archives 101 class is an excellent way to reach the amateur archivist, but perhaps should be taken a step farther through an advanced course planned for archivists who need an update on more than the basics. In addition to providing educational opportunities for professional archivists, SOA should become more active in keeping in touch with and identifying the needs of archival graduate students. Perhaps SOA could provide the means for matching up graduate students with internships by establishing a database of names and institutions to facilitate communication about available opportunities and help make connections. A mentoring program which matches a professional archivist with a student to help the latter further his/her education, voice concerns, get advice and simply network might be another option. Recruiting members to SOA from the professional archival ranks in Ohio should also be a priority. Perhaps regional meetings called "Meet SOA" could be planned so nonmembers and members could talk to Council and have more input into what programs ought to be planned and identify what needs there are. The regional Council member could schedule these informal meetings or lunches and then report back to Council. SOA might also encourage more cooperative efforts between institutions—the continuation of Archives Week, joint publications, or small events. SOA has been an important part of my development as an archivist, providing opportunities for me to meet others in the field and gain additional education. I think I can now effectively utilize the experience I've gained working as an archivist and as a member of local committees and organizations to help SOA provide these opportunities for others on a statewide level.

GILLIAN MARSHAM HILL: Records Management Specialist and Archivist, Sinclair Community College. Degrees: B.A. and M.A., Wright State University. Member: SOA, Miami Valley Archives Roundtable, West Sussex Archives Society (England), ARMA (member, Educational Institutions IAC).

Although I trained as an archivist in this country, I nevertheless feel like a relative beginner in the profession after a ten-year hiatus in my native England. Being a member of SOA had therefore been a great help to me, not only because of the invaluable educational sessions that are offered at the meetings, but also because of the tremendous resource that networking with other members provides. The strength of any organization is built on the strengths and skills of its members, and this organization is full of people with knowledge to impart. I would seek ways to facilitate the sharing of this knowledge among members. One first small step could be to cite members' areas of expertise in their entries in the membership directory, as reference for those with specific inquiries.

My job currently puts more emphasis on my records management duties than on my duties as an archivist, and I am an active member of ARMA. I am aware, therefore, that archives and records management are closely related, and in large part dependent on each other. I would support greater interaction between the two professions in areas where their interests overlap, for example, by promoting each organization's respective meetings and workshops, and drawing attention to the various issues under discussion at conferences and on the Internet. It is important in an era of contracting budgets and expanding technology to combine our efforts to access information and to increase our educational opportunities.

JOHN V. MILLER: Director of Archival Services and University Records Officer, University of Akron. Degrees: B.A., Franklin & Marshall College; M.A., University of Delaware; M.L.S., Kent State University. Member: SOA, SAA, MAC.

As a professional archivist for over 25 years, I have been involved in almost all aspects of archival work. At The University of Akron, I serve as Director of the Archives and am involved in the University's records management efforts. Because I believe that archivists share much with their colleagues in the world of librarianship, I earned a Master's in Library Science degree several years ago.

With my broad background, I will endeavor as a Council member to continue SOA's strong tradition of providing services to the wide range of individuals who have responsibility for the preservation of archival materials. I will work to develop programs/workshops/publications that address the needs of individuals of different backgrounds, levels of experience, and types of institutions. I will promote joint meetings with other archival or user groups to broaden our members' personal and professional contacts. Along with providing opportunities for our members to expand their knowledge and skills, I will work toward SOA's promoting activities that demonstrate the vital nature of archives, both to potential patrons and to governmental officials, administrators, et al., whose actions can play a large role in helping us to fulfill our missions.

JENNIFER K. SIMMONS: Collections Manager/Assistant Archivist, Dittrick Museum of Medical History, Historical Division, Cleveland Medical Library Association. Degrees: B.A., University of Akron; M.A., Wright State University. Member: SOA, MAC, Cleveland Archival Roundtable, Ohio Academy of Medical History, American Association for the History of Medicine (Local Arrangements Committee 1991), Medical Museums Association (Membership Officer).

As a professional involved in the world of both museums and archives, I am fortunate to have gained experience in the preservation and storage of both documents and three-dimensional objects. As a result of this experience I feel it is important that museum professionals be educated in the preservation of documents, while archivists need to know how to handle three-dimensional objects that, by reason of association, find their way into an archival

collection. Recently, an archival colleague of mine was faced with the added responsibility of curating an artifact collection. Our conversation included proper documentation, identification and storage. I am sure a number of our fellow member institutions have been confronted by this situation and perhaps have not known where to turn. The Society's mission is to improve and maintain the professional competence of its members; therefore, Council should encourage discussion and further education in situations such as this.

We are involved in a profession that greatly benefits from the preservation of both types of material, not only as a matter of professional duty but also in a creative sense. The combined exhibition of documents and three-dimensional artifacts is the most effective method of illustrating history. Archives Week in Ohio has provided us with an opportunity to apply this combination. As the Northeast Regional Coordinator of the 1994 celebration, I made a concerted effort to encourage both museums and archives to exhibit their collections.

As a member of Council I would hope to maintain an open channel of communication between museum professionals and archivists. In this manner we, as a group, will facilitate the education necessary to address both document and artifact collecting.

Archives Week In Ohio Will Be Oct. 8-14, 1995



State Senator Nancy Chiles Dix receives Archives Week poster from coordinator George Bain in August, 1994. Sen. Dix sponsored the Ohio Senate's resolution on Archives Week.

Archives Week in Ohio will take as its theme "Letters Home: Documenting World War II in the Archives." Ohio's participation in World War II will be highlighted; perhaps new donors may come forward to place their wartime documentation in Ohio collections. George Bain will again chair SOA's effort to make Ohioans aware of archival collections and their relevance. Last year, Archives Week was officially proclaimed by the Governor and both houses of the General Assembly. Regional coordinators will be announced later; some may vary from last year. Contact George Bain at Ohio University (tel: 614/593-2710; email: bain@ouvaxa.cats.ohiou.edu).

POSITION OPENING: MICROGRAPHICS TECHNICIAN

The Geauga County Microfilming Board is seeking a full-time coordinator for the microfilming program to aid established film operations, set up new filming projects, staff the microfilm center, perform quality control, and film records. Required are: a knowledge of micrographics equipment and film processing, supervisory experience, and the ability to lift 40 pounds. A detailed position description is available from Dr. Bari Oyler Stith, Geauga County Archivist, 216/285-2222, ext. 2760. Send a résumé with three references to: Catherine Heiden, Geauga County Recorder, 231 Main Street, Chardon, OH 44024-1299.

JOB OPENINGS

Contact the Editor for a list of job openings he collects from email and elsewhere.

Senator Finan thanked for planning Ohio Bicentennial

At the fall meeting in Cincinnati, George Parkinson introduced Sen. Richard Finan, the President *pro tempore* of the Ohio Senate, to attendees and explained his role in the state's upcoming bicentennial. Sen. Finan took an interest in this celebration of history well before the event, an unusual circumstance in government, and introduced SB 208 in March 1994; it was passed and signed by the Governor in May. On behalf of SOA, a resolution was presented to Sen. Finan citing his appreciation of Ohio history, his foresight, and his sage leadership. The Senator then addressed the membership, saying that he had "started down this path" with the restoration of the Ohio Capitol, beginning in 1985 and ending on July 5, 1996, when the building will be completed and officially reopened. In any such large project, it is necessary to start early; funding

sources such as corporations want to make commitments in increments of three years, and it takes one year to decide on them. Ohio's one hundred year celebration was good, but the 150th slid by, with the committee engaged in internecine squabbles; this must not happen again. This is not an event for the Assembly or the Governor, but a "people" event, and the only way to make it successful is to heighten their understanding of what history means. A Bicentennial Commission was established this year so that we can get input about what significant anniversary project should be accomplished. (For the 150th anniversary, a large historical marker project was implemented; textbooks produced at that time were used for the next 25 years; and the state restored Adena, the Thomas Worthington home near Chillicothe.)

Ohio archivists present papers at Polar Libraries Colloquy in England

Three archivists and one librarian from Ohio State University presented papers at the 15th Polar Libraries Colloquy at Cambridge University in Cambridge, England. The colloquy was held July 4-8, 1994. University Archivist Raimund Goerler and Byrd Project Archivist Richard Hite presented a paper titled "Admiral Richard E. Byrd and History: An Assessment of His Papers at the Byrd Polar Research Center." This presentation dealt with Byrd's papers, which Hite has since finished processing. Assistant University Archivist Kenneth Grossi's presentation dealt with Australian polar explorer Hubert Wilkins and was titled "Sir George Hubert Wilkins as Scientist, Geographer, and Consultant to the United States Military." Grossi had previously arranged and described Wilkins' papers. Lynn Lay, librarian of the Byrd Polar Research Center, also attended and presented a piece titled "Juvenile Polar Literature: An Assessment of Holdings in Libraries." These papers will be published in the proceedings of the colloquy.

More than 80 people from locations throughout North America and Europe attended the colloquy, which is a biennial event. The location alternates between North America and Europe, and the host institution for the 1994 colloquy was the Scott Polar Research Institute in Cambridge. The next one is scheduled for the summer of 1996 in Fairbanks, Alaska.

Richard Hite
Byrd Polar Archives
The Ohio State University



Ohio State University archivists in front of the Scott Polar Research Institute at Cambridge University, England. L to R: Raimund Goerler, Richard Hite, Lynn Lay, and Kenneth Grossi.

COURTESY OF RICHARD HITE

University of Michigan project to reinvent information education

The School of Information and Library Studies at UM has embarked with the assistance of the W.K. Kellogg Foundation, on the Kellogg Coalition on Reinventing Information Science, Technology, and Library Education (CRISTAL-ED). This is a five-year project to radically change UM's instructional program. The need is growing for information professionals who can: grasp a holistic view of information systems; commit themselves to the organization and preservation of information (and lead in hybrid environments with both print and digital technologies); and transform organizations with the aid of information technology.

In order to educate professionals with broad competency and a holistic view of information systems, the Kellogg CRISTAL-ED Project intends to reinvent the core curriculum and define the new information and library science specializations. Other goals are to create a distributed community of faculty and practitioners ("collaboratory") and build "living" laboratories in information-intensive organizations. These pilot projects will provide realistic learning expe-

riences for students, faculty and practitioners and provide the basis for larger scale ventures.

CRISTAL-ED has begun a moderated listserv. Topics are discussed according to a plan, with the first being the vision of the new education system, followed by planning, and implementing the new core curriculum. Everyone is invited to join the listserv and work together toward the new academic program committed to producing a new kind of professional. Discussions will parallel project activities; time will also be devoted to promising ideas that arise during the focused discussions. Subscribers should feel free to subscribe and unsubscribe as time permits and to follow topics in areas of particular interest. Faculty will post course outlines and lists of questions to stimulate new discussion. From January to March, topics included: envisioning information-intensive environments in the year 2015; identifying knowledge and skills that information graduates must have to effect change and transformation in such environments; identifying components of a core curricu-

lum and ways to organize information resources in the curriculum; and technology in the core curriculum.

Archivists are invited to visit the CRISTAL-ED Home Page (URL: <http://sils.umich.edu/Publications/CRISTAL-ED/KelloggHomePage.html>.) For participants with no access to World Wide Web documents, Home Page information will be featured in listserv postings. UM will evaluate the list in summer 1995 to determine future content and direction. To subscribe to the listserv, send the message: subscribe cristaled to the following address:

majordomo@sils.umich.edu

For information by other means, contact: Karen M. Drabenstott, Associate Professor, SILS, University of Michigan, Ann Arbor, MI 48109 (voice phone: 313/763-3581; FAX: 313/764-2475; email: karen.drabenstott@umich.edu).



Thanks to the efforts of several dedicated SOA members, the Archives 101 workshops held in 1994 have been very successful. The lesson plan developed with the help of Barbara Floyd and Doug McCabe is now in its final form, although it is flexible enough to accommodate modifications. An information packet of nearly 100 pages provides additional information not covered in the lesson plan.

Seventy people attended the three workshops held in Columbus during the spring meeting, in Cincinnati during the fall meeting, and in Cleveland at the Western Reserve Historical Society on November 11. Thirty people attended the workshop in Columbus presented by Doug McCabe and Barbara Floyd; ten people attended the one in Cincinnati presented by Doug and Jennifer Songster-Burnett; and 30 people attended the Cleveland workshop presented by Jennifer and Bari Oyler Stith. I assisted in the presentation of all three workshops.

Most workshop participants represented small nonprofit institutions responsible for archival material and had little or no training in archival practice. Although many came from county historical societies, some came from small museums, medical institutions, and the National Park Service.

Experience taught us that there is too much information to be covered in too short a time, and that we have offered the workshops to too many people at once. In the future, registration will be limited to 20 people. This should allow us to get through our lesson plan in the allotted time and to direct personal attention to the particular circumstances of the participants.

We have accomplished several goals established at the outset of this program. We are addressing the needs of a segment of the archival community that has been largely ignored and making a small profit doing it. We have gained several new members from among the participants and raised awareness of SOA among

smaller historical organizations in the state.

My involvement in Archives 101 has led me to become involved in strategic planning for SOA. President Michael McCormick asked me to form an Education Committee to set goals for our education programs that would tie in with the Ohio Historical Records Advisory Board's Ohio 2003 Plan. I do not feel comfortable undertaking this effort alone. What right do I, or any small group or committee, have dictating the goals of the entire organization? The only solution I could think of was to involve the entire membership in the formulation of goals for SOA.

For this reason, I asked Vice President George Parkinson, whose duties include strategic planning, for permission to organize a strategic planning retreat where we could discuss the future of SOA. He wholeheartedly endorsed this idea, and I reserved a meeting room at the Harley Hotel in Columbus for Sunday, February 26, 1995. At the time of printing, 20 members have made a commitment to participate, and I hope that at least 40 will attend.

Recommendations developed at this retreat will be put on the listserv, listed in the program for the spring conference, or distributed in a separate mailing. The membership will have an opportunity to discuss and vote on the recommendations at the spring meeting.

Few join our profession for money; most join to serve history. We serve every day that we collect, arrange, describe, facilitate the use of, or protect a historical source. SOA exists to help us perform these tasks. Please help SOA decide how to best serve history in the coming years through your participation in the retreat, through the listserv, or through attending the spring conference session dedicated to this topic.

Charles Arp
Ohio Historical Society

COUNCIL ACTIONS

August 26, 1994

Approved SOA booth at SAA meeting in Indianapolis, with SOA 25th anniversary book available. Policy of not writing news releases or blurbs about advertisers in *Ohio Archivist* approved. Approved new mailing to prospective members, with half-year rate available. Resolution of thanks to Sen. Richard Finan for his efforts in the General Assembly in behalf of Ohio history and the state bicentennial. Approved use of listservs for "calls to presenters" to interest possible speakers at SOA meetings. Archives Week discussed, including production of a poster on paper donated by the Miami Paper Company. Retreat needed to sort out SOA's education (and other) plans for the next decade.

February 3, 1995

Approved purchase of \$125 worth of books for Cuba project. For fall meeting (Ohio U): try programming for spouses at the fall meeting (Ohio U); target people in northern West Virginia for Archives 101. Education program to go to next level: Bari Oyler Stith co-chair of Education Committee in charge of scheduling/operations and Charles Arp co-chair in charge of development of programs. Contacts are to be maintained with sister organizations so SOA does not "step on toes." New records bills in both House & Senate are better than former attempts; SOA can suggest a few additions; networking and members' testimony will be necessary. A position on legislation is tricky, but SOA should strive to be recognized for expert advice its members could give on pertinent areas. Archives Week (October 8-14) has theme "Letters Home" (World War II in the archives). Approved one-time use of mailing list by commercial firm and discussed safeguards. Re: national archival issues—decided again that SOA should not select particular people to support, but speak up for candidates with appropriate background.

SOA SESSION REPORTS

Cincinnati Historical Society • September 29-30, 1994

Thursday, September 29

Contemporary Topics I: Holocaust and Holocaust Denial

Rabbi Abie Ingber, Hillel Jewish Student Center, University of Cincinnati; Dr. Roger Daniels, University of Cincinnati; Kevin Proffitt, American Jewish Archives, Cincinnati, moderator.

REPORTED BY MICHAEL MCCORMICK

Rabbi Ingber stated that the Holocaust transcends any specifically Jewish or German issue, and that because of it there is a fundamental difference between Europeans and Americans: the latter can still believe in progress, whereas the former cannot. Why is there such drastic revisionism? Deniers claim that the Holocaust was a world Zionist conspiracy to further the creation of an Israeli state. Ingber believes that denial is part of continuing anti-Semitism, for which the Holocaust becomes too inconvenient because it was too horrible.

Holocaust denial dates from the establishment of the Institute for Historical Review in 1979. IHR began targeting ads in student newspapers (the first was at OSU), and because of the media triumph by Bradley Smith, its leader, American society was forced to revisit the Holocaust to reestablish reality. The ads came to Cincinnati in 1992, when Rabbi Ingber brought documentation to Mary George, editor of the Cincinnati newspaper. His mother's personal account, German records, a first person account of gassing, and photo albums showing the camps at liberation were all needed to demonstrate that Smith's issues were meaningless.

Dr. Daniels described the efforts of revisionists, specifically Lillian Baker, to deny the experience of Japanese internment in the U.S. during World War II. How could people deny something that President Roosevelt himself acknowledged? The speaker said that people who have a grudge tend to think in this way. Mrs. Baker lost a husband in the war and got nothing but \$10,000 of life insurance in return. She denies that anyone was forced to go to the camps, and because some internees were allowed to leave early on account of a labor crisis in California, she says the Japanese were in "vacation" camps.

To counteract such distortions archivists must collect and make available documentation of the darker side of public life. The problem is that *documentation* of aberrations is usually misunderstood as *condoning* these practices. However, the three-dimensional view of history is lost quickly if the effort is not made; it is now nearly impossible to document the two earlier versions of the Ku Klux Klan. However, until life in the U.S. is all "sweet reasonableness," it is imperative to try to document all sides of it.

A lively question and answer period dealt with the mental processes of people who are able to deny obvious facts; the motivation for denial; techniques used to convince people; and the use of words such as "Holocaust," "intern," and "concentration camp."

Contemporary Topics II: Archival Research and Medical Ethics

Tim Bonfield, *The Cincinnati Enquirer*; Billie Broadus, Director, the Cincinnati Medical Heritage Center; Kevin Grace, moderator.

Bonfield described how he found out about whole-body radiation experimentation from 1960 to 1971 at Cincinnati General Hospital (now University Hospital). Over 60 articles dealt with this topic in the years 1990 to 1993, and the information resulted in four class action lawsuits. The topic was brought up in a Congressional hearing by a long-time critic. The newspaper reporters got lists of periodic reports from the experimenters to their superiors at the Pentagon, and from there they uncovered enormous amounts of documentation. A difficult issue was identifying the affected patients. They took details from "anonymous" records and matched them to the descriptions of individuals brought in by families. Out of 88 patients, 30 were matched. The University of Cincinnati, through which the experiments were done for the Pentagon, was very forthcoming but could not release names on account of privacy laws. The issues have not yet been settled.

Ms. Broadus described her work on this case, which consisted of administering the records relative to whole-body radiation in the collections of the Cincinnati Medical Heritage Center. She described the records

of the Center and the policies she follows in allowing use of them. Eventually the volume of requests for the material on radiation experiments became so great that she had to relinquish the primary sources to an institution with enough employees to service the records.

A question and answer period dealt with other locations where the same experimentation was going on (Rochester, N.Y. and Oak Ridge, Tenn., which was the center). Reasons for setting up such experiments were: 1) NASA wanted to know what would happen to astronauts, especially how radiation in space would affect their reproductive powers; 2) they wanted to know how forms of cancer with nonsolid tumors would be affected by whole-body radiation; and 3) they wanted to know the effects of radiation specifically on healthy soldiers. One good result was that bone marrow transplants were perfected through knowledge gained here. Discussion included: primary sources still in the hands of reporters and the irregularity of document custody; ethics issues (confidentiality of private records); and historical issues (the exact relationship of the Cincinnati and Oak Ridge researchers). The participants suggested that archivists provide education for journalists on records issues and research in the archives.

Contemporary Topics III: Political Correctness in the Archives

Dr. Cynthia Berryman-Fink, University of Cincinnati, author of *Communication and Sexual Socialization*, 1993; Dr. L.J. Andrew Villalon, University of Cincinnati; Cory Foster, Alumni Affairs, Miami University; Dorothy Smith, Wright State University, moderator.

Dr. Berryman-Fink's topic was male-female roles and behavior as they affect the perception of harassment. A survey taken throughout Greater Cincinnati showed remarkably different perceptions from different people. A legal definition of harassment defines two types: 1) *quid pro quo*, where sexual behavior is tied to consequences in employment; and 2) the hostile work environment, where persistent behavior (joking, teasing, innuendoes, practical jokes, and visual material) makes a job situation untenable. Social sci-

entists are working on differences in communication between the sexes, with six pronounced areas of difference: 1) self-disclosure; 2) assertiveness; 3) interruptions in conversation; 4) personal space and the invasion of it; 5) touch; and 6) smiling.

Dr. Villalon, a Spanish history professor appointed by the UC faculty to investigate, described the "Nichols Affair," in which Prof. David Hartlib hired Jacob Nichols as a sensitivity trainer, in one of whose sessions a young lady was reportedly taunted in front of the faculty of the University of Cincinnati until she was brought to tears. Unfortunately, by the time the alleged incident was reported by the *Cincinnati Enquirer*, it was unclear whether it had occurred or whether it was an "urban legend." Dr. Villalon gave a fascinating description of how he uncovered what was ostensibly the kernel of truth in a very elaborated and complex myth. As with Pedro the Cruel in 14th century Castile, the truth was subjected to "historical mythologizing" and became almost unrecognizable. Some people's reputations were destroyed and vehement accusations were publicly made; the faculty even called a strike. After the investigative committee of three history professors did intensive research, they found that there had been a "sensitivity session" for faculty, actually conducted with good humor. However, a large group of faculty took exception to the *Intellectual* content of the session, labeling some of the speaker's facts "bad history." A faculty member grossly misrepresented the event; false accusations grew and eventually the AAUP was charged. A "miserably inadequate" investigation by university authorities made it incumbent on the faculty senate to do its own investigation, which uncovered the exaggerations.

Miami University has been in existence since 1809, when it was respectfully named for the tribe which had previously inhabited the region. It participated in intercollegiate football starting in 1888, and in the 1920s its team was referred to as "the tribe Miami" and in 1931 took the name "Redskins." By the late 1960s, a mascot/cheerleader dressed in Plains style or some unidentifiable Hollywood garb was regularly seen at football games. In 1969, the then-chief of the real Miami tribe (long since relocated in Oklahoma) asked the University president for a tour of the campus, beginning a long and positive relationship between the two entities sharing the same name. In 1993, new president Paul Risser decided to use a protest by students against the team name as a model for problem solving on campus. In a memo to the whole community, he outlined a four-part process by which he and the Trustees would be advised on a proper way to settle the dispute.

A forum was held for students to better understand the issues. The pro and con

arguments of native American imagery were summarized in a paper delivered to the Trustees. The Miami tribe delivered several resolutions, their people with few exceptions being proud that the university had kept up its associations with them. A final resolution expressed the hope that any new name would continue to underscore the relationship with the tribe. A multi-partite decision was made, encouraging each member of the community to come to a personal decision, and only those entities currently using the name "Redskins" could continue—others would have to use the more dignified name "Miami Tribe." In spite of threats from athletic boosters, matters evened out. In the question and answer session, Foster described the history of the Miami tribe and also related how other universities with similar team names dealt with them (Dartmouth, Stanford); he also described university policies on logos and other visual marks.

Friday, September 30

Archives in Ohio I: Ethnic Ohio

Isabell Jasper, National Afro-American Museum and Cultural Center, Wilberforce University; Nancy F. Schwartz, Cleveland Jewish Archives, Western Reserve Historical Society; Michael McCormick, moderator.

REPORTED BY HELEN CONGER

Isabell Jasper described the twofold aim of the Museum: to provide information on available research, records, and educational material; and to provide information regarding the contributions of Afro-Americans to the history of the country. The archives are not yet officially open, but are usable with special arrangements. A slide show illustrating the collection's subject areas included: the history of the Afro-American family; local history (focusing on Wilberforce); politics; the military; education; Afro-American religious and other publications; and music and entertainment. The museum is developing a three-year plan, which includes notably an increase in collections of the papers of Afro-American politicians.

Nancy Schwartz began with a history of the Jewish community in Cleveland. The Cleveland Jewish Archives was established in 1976 with funding by the Western Reserve Historical Society and the Jewish Community Federation, founded in 1903 to centralize fundraising for local, national, and international needs. Currently there are over 1000 linear feet of processed records

and 375 linear feet of accessions. Besides manuscripts, there are microfilm, newspapers, audiovisual materials, family histories, burial records, architectural records, set designs for a local Yiddish theater company, and books. All collections are integrated into the WRHS general collection, but there is a special guide. Notable are the papers of Abba Hillel Silver, an important figure in the Zionist movement. In addition to processing, Ms. Schwartz prepares exhibitions, publications and programs and has helped the Bureau of Jewish Education develop a teaching packet. Future collecting strategies include a focus on the Cleveland garment industry, which included many Jewish owners as well as workers.

Bewildered in the Archives—Rare Books

Elizabeth Brice, Walter Havighurst Special Collections, Miami University; Kevin Grace, University of Cincinnati.

Elizabeth Brice described her collection, observing that archivists often end up with rare book collections, though they often have no training in this field. The major responsibility in a rare book collection is the detailed and unique cataloging. The librarian of such a collection in a university can give presentations to classes to show students what is available and how it relates to the rest of their education so that they will use it. There is also a museum function in providing a secure environment for rare and fragile items and housing preservation activities. Lastly, it is a research service; at Miami anyone with a photo ID is welcome to use the collection.

In addition to the usual regulations such as closed stacks, a ban on circulation, and allowing pencils only, Miami has purchased foam book supports for the reading room and requires the use of gloves for certain volumes. The readers are very sympathetic to such measures. Preservation can be a problem if your conservator retires; Miami has phase boxes, mylar dust jackets, acid free envelopes for small items, and an encapsulator which seals the mylar with a sonic bead along the edge.

Ms. Brice does original rare book cataloging; she also has two support staff doing copy cataloging, and there is a manuscript cataloger as well (AACR2 is as bad for rare books as it is for manuscripts.) There are two levels of cataloging. The special collections catalog is the same as regular cataloging, but with more copy-specific items. Physical characteristics of the books are much more important in cataloging pre-nineteenth century works or books printed by hand. In

this second level of cataloging, the book is seen as an artifact rather than a container for information.

Kevin Grace described his collection and mentioned the recent upgrade in security measures in the rare book collection. The definition of a rare book includes factors such as age (books before 1501 are incunabula); cost (\$500 to \$1000 will make a book rare); the author (collecting interests make different authors "rare" in different collections); the physical artifact (rare papers, special bindings); local significance; and associations (books owned by special people or which figured in historic events). *À propos* this last aspect, UC holds books stolen by and recovered from Stephen Blumberg, the famous book thief. The story of this man's career and how it touched the University of Cincinnati was fascinating; books stolen and marked by Blumberg are more valuable now than before they were stolen!

A mission statement is necessary for a rare book collection, with a sound collecting strategy meshing with the greater institution's interests. Educating oneself is a must. Dealers' catalogs must be followed; a familiarity with the history of the book and printing is necessary. Formal education about rare books is available from various institutes around the country. The best known is the "Rare Book School" at the University of Virginia (formerly at Columbia); others are available at Indiana University, in Denver (sponsored by the *Out of Print Bookman's Weekly*), and at the American Antiquarian Society in Worcester, Massachusetts.

Questions were posed regarding the notation of provenance in cataloging; the meaning of "rare book"; the variety and levels of the various rare book institutes; photocopying policies; user forms, the Ex Libris listserv; how to form a collecting policy; sources of funds; and special card files or finding aids.

Archives in Ohio II: Religious Ohio

Mary Klei, Warren County Historical Society; Elmer O'Brien, United Theological Seminary; Ann Hilty, Bluffton College Library; George Bain, Ohio University, moderator.

REPORTED BY HELEN CONGER

Mary Klei's institution documents the Shaker sect, a large community of whom settled in Lebanon and reached a peak before the Civil War. The Society collects and preserves both manuscripts and artifacts, since both were part of the Shaker religion. The collection includes Shaker Bibles, theological works, pamphlets, tracts, hymnbooks, works on Shaker music, spirit drawings, religious art, newspapers, peri-

odicals, census records, legal proceedings, lists of indentures, biographies, and newer works on the Shakers. The records are open to accredited researchers, and the Society is currently implementing a records management program.

Elmer O'Brien gave a brief history of the Evangelical United Brethren Church, from its formation in 1946 from the United Brethren in Christ and the Evangelical Church to its merger in 1968 with the Methodists to form the United Methodist Church. The Center for the Evangelical United Brethren Heritage at United Theological Seminary was established to promote study of the EUB heritage; the EUB Church had its own archives, but in 1968, these records were transferred to Drew University. Since then, when people do not wish their records to go to Drew, they send them to United Theological Seminary. The collection includes newspapers, annual conference minutes, books, periodicals, pamphlets, and hymnals. It does not include local church records. The Center publishes a newsletter twice a year and hosts a historical conference.

Ann Hilty's paper was read in her absence by George Bain. The Bluffton College collection concerns the Mennonites, who first settled in Ohio in 1803. This is the only Mennonite college in Ohio, and theirs is the only major Mennonite library in the state. Along with the Amish, they share a descent from the Anabaptists. The archives contain records relating to Bluffton College, the local Mennonite community, Ohio, and missionaries. The collection includes books, periodicals, manuscripts, personal papers, and materials relating to works by and about Mennonite 19th century immigrants to Ohio, Mennonites in Switzerland, genealogical records and family history. There is also a microfilm collection and a photograph collection.

African-American business history sources project

The Historical Collections Department of Baker Library and the African-American Student Union of the Harvard Business School have undertaken a survey of archival and manuscript sources on African-American business. The survey will identify family papers, organizational records, and business archives which document commercial and management activities. They would appreciate knowing about collections in your own or other repositories. Contact survey archivists Beth Sandager (email: sandager@husc.harvard.edu) or Philip Alexander (phone: 617/253-4045; email: palex@mit.edu), or project director Florence Lathrop at the Baker Library, Harvard Business School, Boston, MA 02163 (phone 617/495-6360; email: flathrop@hbs.harvard.edu).

LISTSERV SAMPLER

JULY 1994-FEBRUARY 1995

Anne Wittekind of the Cincinnati Historical Society has graciously volunteered to keep track of the Archives Listserv—the most massive task the Editor has had in the past—and she took over her duties in October, for which I am most grateful. It is impossible to report on every Archives Listserv topic; please contact Anne (tel: 513/287-7070) for items after mid-October, 1994.

—THE EDITOR.

HALON: Out; but is inergen in?

CUBIC vs. LINEAR FEET Brought up in re: charges by storage companies; no clear preference, but be sure you and your vendor are talking about the same measurement!

ARCHIVAL SALARIES Pros/cons of working for the love of the subject, not money; this led to rehash of general perception of the profession, professional qualifications, the same armed camps and a scrap or two.

ARCHIVAL WRITING Professional literature generally boring—examples of historians with interesting literary style cited; revisionist historians being read not because factual, but their writing is inspired.

SOME TRENDS IN 1994 Lots of little surveys and questions—often ignored; too many messages these days for people to try to help out? Spate of requests from PBS for help in locating hard-to-find things needed for broadcasts, e.g., sounds of Paris being liberated in 1944; several *cris de coeur* for definitions of newer words, e.g., "Can someone tell me what a home page is without flaming me for ignorance?"

COLLEGE ARCHIVES What is the best way to start a college archives? How can one get the various offices to cooperate? What should the retention schedules be for registrar records, course syllabi and departmental student records? Should tenure decision records be kept? All of them or only successful ones? Should they be sealed for a period of time such as 70 years?

PRESERVATION Care of AV: store tapes rewound and standing on end, keep them

cool, clean and dry, etc.; Various label removers for videotapes were suggested: At-Tack, eucalyptus oil, Goo Gone, hair dryer, nail polish remover, and soapy water. (Caution: home remedies may be risky); Should microfilm be destroyed on schedule or never destroyed because it is archival? Is burning microfilm toxic? Experiences with microfilm cameras.

PHOTOGRAPHS Aids for cataloging photographs; Correct way to measure them; Responsible use of photographs in publications.

COMPUTERS A wide variety of computer programs were discussed, including Data Magician, Libraryworks, Filemaker Pro, Foxbase, DBase IV, Mac Quadra, 4th Dimension, Q & A, Visual Photologue and Gencat.

INTERNET Addresses of other internet listservs; Ftp, WWW and gopher addresses for archival forms, Vatican documents, image databases, a directory of archival resources, etc.

POLITICS Protests concerning cutbacks in state and federal positions; NARA's new email policy; New head of NY DORIS; Destruction of libraries and archives in Bosnia-Herzegovina; The Bush-Wilson agreement and SAA's response.

IMPRINTS How should imprints be handled in archives? Are they appropriate in an archival collection or should they be transferred to rare books or to the library? Is one type of storage cheaper or better for preservation? Should they be cataloged as books or as part of the collection or both?

CENSORSHIP AND PORNOGRAPHY How should objectionable materials be handled in an archives? Should archivists collect all types of materials, and should researchers be assumed to be mature? Should researchers have access to objectionable materials in a separate room, or does this constitute censorship? How can we separate our personal beliefs from our professional work? Must we be objective? Archivists need to have a policy for handling these situations.

SAA DUES INCREASE Was the vote on dues at the annual meeting fair? Should it have been done by mail? Should there just be one membership fee or a basic fee with optional add-ons, instead of the current membership levels? Will many people drop their memberships in favor of cheaper regional

archival groups?

USE STATISTICS How do archives track the use of collections? Is it important? Responses: one retrieval is counted as one use, count each patron query, count each person that comes in the door, count the number of boxes or volumes pulled, count the number of questions that take more than ten minutes to answer; Use statistics can be made larger or smaller (depending if you count the number of boxes or the number of folders used) to serve whatever purpose you have; They do not indicate which collections are most important but which ones are most accessible; Use statistics are useful for preservation purposes; The statistics should document the amount of staff work done; Use statistics help to justify budget expenditures; A book on the subject was published by the Society of Archivists; SAA had a task force to study this question.

PROCESSING COLLECTIONS Is there an average processing rate that an experienced archivist should be expected to achieve? It is not possible to create a "benchmark" for processing collections because no two situations are alike and a benchmark may create false expectations among superiors; It is possible to give a general benchmark, e.g., a full-time processor should be able to handle around 2-4 linear feet per week, or that one cubic foot of material would require somewhere from 2-4 days to complete; A reference to an article about processing rates.

DONORS How should you handle widows who fear being liable for the comments in their husband's papers? Estates are responsible for debts not for the notes in the deceased personal papers; The widow should consult an attorney—archivists should not speculate on these legal matters; Be careful about the promises you make to donors.

CATALOGING A List member conducted a survey concerning the consolidation of the 755 and 655 fields in the MARC format (12 responses): Do you use the 755 field?—no 9, yes 2, no answer 1; Do you use the 655 field?—no 2, yes 10; Is distinguishing between 755 and 655 important?—no 8, yes 4; Should all form data should be indexed together?—no 3, yes 8, no opinion 1; Should genre be indexed with the form data—no 0, yes 10, no opinion 1, no answer 1.

REFERENCE QUESTIONS List members asked for assistance on over 50 reference questions, on such topics as: the Tretyakov Gallery, James Martineau, Packard Airfield, the Wilson Fellows, philatelic items, movie theater matrons, the Pope John Paul II Li-

brary, Deng Xiao Ping and the E.M. Skinner Organ Company.

ANNOUNCEMENTS The Archives List also carried numerous announcements, including press releases, meetings of various archival groups, workshops, items for sale or free, calls for papers, the availability of scholarships and internships, and over 40 job openings.

Anne Wittekind
Cincinnati Historical Society



NISO publications about paper

The National Information Standards Organization (NISO) has some recent publications that may be of interest to people interested in paper standards. The American National Standard of Performance of Paper for Publications and Documents in Libraries and Archives (ANSI/NISO Z39.48-1992; price \$24) establishes criteria for permanent paper, lists its qualities, and specifies tests required to demonstrate these properties. NISO also sells Northern American Permanent Papers (Abbey Publications, 1994; price \$15), which lists sources for permanent paper and enables consumers to find the best price among competing suppliers. The 28 companies listed manufacture paper according to the above ANSI/NISO standard; 387 different papers made in the U.S. and Canada are included. Papers are classified by manufacturer's name, market brand, and type (endleaf, letterpress, bond, copier, etc.).

A third publication is Proceedings of the Workshop on the Effects of Aging on Printing and Writing Papers (NISO Press; \$95). The workshop was sponsored by the American Society for Testing and Materials (ASTM) in July 1994 and was attended by scientists from the U.S., Canada and Europe. Some of the 16 articles included are: "The Mechanisms of Chemical Deterioration of Paper"; "Artificial Aging of Paper: Correlation with Natural Aging"; and "Accelerated Aging of Paper: Can It Really Foretell the Permanence of Paper?"

Also available is the "Abbey pH pen" (chlorophenol red; price \$5), which is a convenient way to identify alkaline paper. The pen makes a purple line on alkaline paper (pH above about 6.8), but a light yellow line on acid paper (pH below about 6.0). Between 6.0 and 6.8, the mark is yellow-tan or mixed tan and lavender. Usually, all you need to do is draw a line on the surface and read it as soon as it dries. NISO has a toll-free number, 800/282-NISO.

NEWS NOTES...FROM THE ARCHIVES

Barbara Floyd of the **University of Toledo**, former SOA President, was appointed chair of the Midwest Archives Conference Education Committee in January.

The **Ohio Genealogical Society** has moved the main portion of its library and reading room to the front of the building. Visitors should now use the double doors closest to Sturges Avenue as an entrance. The OGS Library is open Tuesday through Saturday, 9 AM to 5 PM.

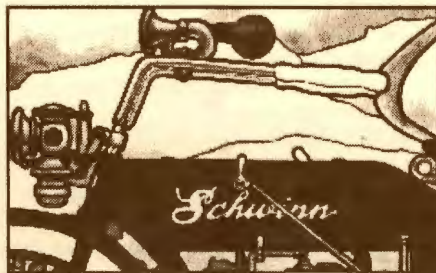
Raimund Goerler of **The Ohio State University Archives**, the editor of SOA's anniversary publication *From History to Prehistory: Archivists Face the Future*, has donated the prize money received for winning the Ohio Academic Libraries' Research Award to SOA on behalf of the authors and production staff. Thanks to all concerned for both the generous donation and for the quality of their work, which made the award possible in the first place. The award was a marvelous capstone to the 25th anniversary. Copies of the award-winning volume can be purchased for \$7.60 (\$2.60 for SOA members) from Ken Grossi, Secretary-Treasurer (address on back page).

Ohio University reports a number of significant new acquisitions: an orienteering collection, primarily periodical publications of the national association; manuscripts of the well-known contemporary poet Dave Smith; the papers (principally photographs) of Charlotte LaTourette, an early physical education professor at OU; the Edward Sprague collection, with special strengths on physicians and medical training in the Athens County area; the records of the Athens branch of the American Association of University Women; and the Dean's office files from the Ohio University College of Osteopathic Medicine, dating from the early 1970s to the early 1990s.

A photograph from Athens' local Archives Week exhibit has been printed in *Update*, a publication of the American Alliance for Health, Physical Education, Recreation, and Dance (on page 4 of the November/December 1994 issue). The image was sent electronically, the OU library's first such transmission and their first such receipt. The text alongside the photo indicates that SOA is the sponsor of Archives Week in Ohio.

Nancy Erdey, Archivist of the Stanley A. Ferguson Archives at **University Hospitals of Cleveland**, and Dennis Harrison,

Archivist of **Case Western Reserve University**, have received grants for a joint project. The Charles E. Culpeper Foundation and the Cleveland Foundation will support the processing of educational, clinical, and administrative papers connected with the revolutionary curriculum changes implemented at the University and associated hospitals starting in 1952. Products of the project include a printed guide, oral histories, and availability through national electronic databases. The curriculum changes were adopted by other medical schools across



the country in spite of vociferous opposition in the medical profession, ushering in a new era in medical education and in clinical practice in associated medical institutions. This important project will also have the cooperation of MetroHealth Cleveland and the Cleveland Veterans Administration Hospital.

Laura Bost, a graduate of the University of Michigan School of Information and Library Science, joined the medical curriculum archival project at **CWRU** in a processing position last fall.

The Institute of Museum Services awarded a matching Conservation Project Support grant of \$8664 to the Arms Family Museum of Local History of the **Mahoning Valley Historical Society** to fund a detailed survey of its archival holdings. The survey will ascertain the condition of paper and photographic materials, conservation needs, and storage requirements. MVHS curator Susan Baxter and archivist Pam Pletcher will examine records along with Janet Heller and Cathleen Baker from the Intermuseum Conservation Laboratory in Oberlin and Nancy Reinhold, a photographic specialist from Chicago. Also at MVHS, Archivist Pamela Pletcher presented a day-long workshop on September 14, 1994, entitled "Organizing a Small Archives/Library." The Ohio Association of Historical Societies and Museums sponsors regional Brass Tacks Workshops at historical societies statewide. Participants at this one came from north-

eastern Ohio, including Mahoning, Trumbull, Columbiana, Geauga, Portage, and Stark Counties.

Mary Margaret Giannini joined the staff of the **Oberlin College Archives** on January 9, 1995. A *magna cum laude* undergraduate of the University of St. Andrews (Scotland) and an M.L.S. graduate of the State University of New York at Albany, Ms. Giannini has experience in archives and special collections at Butler University, Christ Church Cathedral, the Scottish Record Office (Edinburgh), and SUNY Albany. Most notable is her organization and inventories of the records of Christ Church Cathedral, the oldest congregation in Indianapolis, Indiana. Among her interests are good books, music, and theater. She also enjoys the outdoors and is known to jog a few miles here and there. Ms. Giannini is a member of the Society of American Archivists, the Midwest Archives Conference, and the Historical Society of the Episcopal Church.

Roland Baumann, Archivist at **Oberlin College**, was named a Fellow of the Society of American Archivists at the SAA meeting in Indianapolis. This is the highest honor SAA awards a member, and we heartily congratulate Roland! Another of Roland's activities is serving as chair of the Publications Committee of the Lorain County Historical Society. (See notice of a new LCHS book by Barbara Christen in the "New Publications" column.)

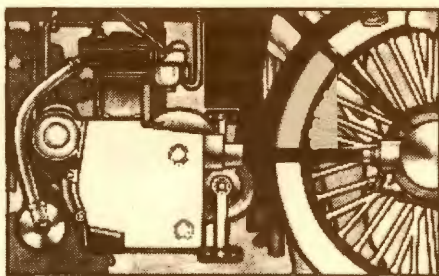
The **Rutherford B. Hayes Presidential Center** features original drawings and sketches by Thomas Nast, America's most powerful Gilded Age political cartoonist. These items, from the Center's collection of over 200 original works, are supplemented by published cartoons, family photographs, and memorabilia. "Thomas Nast: the Art of Political Cartooning" opened February 6 and will close June 23, 1995.

"Sandusky County in the Civil War," an exhibit capturing the experiences of area men who served in the Civil War, features original letters, photographs, artifacts, maps, and military records of soldiers who enlisted from the county. The display focuses on the 72d Ohio Volunteers, known as the "Ft. Stephenson Regiment," and on Capt. Alvah Stone Skilton of the 57th OVI. It runs through June, 1995. For information on both of the above exhibits, contact the Center at Spiegel Grove, Fremont, Ohio 43420 (tel: 419/332-2081).

...FROM THE SEAT OF GOVERNMENT

Governor George Voinovich recently appointed Michael Lucas (State Library of Ohio), James Oda (Piqua Historical Society), and Carol Tomer (Cleveland Clinic Archives) to the Ohio Historical Records Advisory Board (OHRAB). Dennis Harrison (Case Western Reserve University) was reappointed for a second term. The board, which is administered by the Ohio Historical Society and affiliated with the National Historical Publications and Records Commission (NHPRC), is responsible for coordinating records preservation and publication activities in Ohio.

OHRAB recently adopted *The Ohio 2003 Plan*, a "statement of priorities and preferred approaches" designed to facilitate the preservation and encourage the use of Ohio's documentary heritage. A copy of the plan, developed cooperatively in consultation with a number of historical records constituencies throughout the state, may be had by contacting the Ohio Historical Society's Archives/Library Division (tel: 614/297-2510).



Last December the Statewide Preservation Planning Committee adopted "To Outwit Time," a model preservation action agenda for Ohio. The agenda, based on comments and recommendations received during a series of interviews and regional forums, is the result of a two-year project funded by the National Endowment for the Humanities and directed by the Ohio Historical Society and The State Library of Ohio. OHRAB, which worked closely with the planning committee over the course of the project, will implement the preservation action agenda. Copies of "To Outwit Time" are available from the Ohio Historical Society.

Funding received through the state's 1995-1996 capital appropriation has enabled the Ohio Historical Society to begin a cataloging project designed to facilitate public access to the holdings of its Archives/Library Division. The two-part, multiyear automation initiative includes: 1) cataloging the state archives of Ohio and adding the resulting bibliographic

information to the OCLC database; and 2) converting the Society's existing card catalog to a machine-readable format and replacing it with an on-site computerized system. Bibliographic records in the automated catalog will be accessible through OhioLINK.

The Ohio Supreme Court recently addressed several matters directly related to government records. In a case (93-2012) brought by the *Akron Beacon Journal* against the City of Akron for refusing to disclose the Social Security numbers of its employees, the court ruled that these numbers, now widely used for purposes of identification, are not public records and that "the high potential for fraud and victimization caused by the unchecked release of city employee SSNs outweighs the minimal information about governmental processes gained through the release of the SSNs." In the second case (94-833), brought against The Ohio State University by one of its own assistant professors, the Ohio Supreme Court ruled that the promotion and tenure files of faculty members at Ohio state-supported colleges and universities are public records and that these documents are not exempt from the disclosure provisions of the state's public records law. In the third case (94-1074), which also involved OSU, the court held that the names and work addresses of university scientists working on animal research projects (information which the school had excised from previously released documents) are not protected by state law from disclosure.

Another attempt to revise and expand the scope of Ohio public records law took wing in January with the introduction of Senate Bill 36. Sponsored by Senator Scott Oelslager (R-Canton), the proposed open records legislation addresses several contentious and unresolved matters related to access, copying fees, and response-time parameters governing duplication requests. Similar reform efforts in recent sessions of the Ohio General Assembly drew heavy fire and quickly foundered.

Last November the Auditor of State transferred a large number of original land office records to the Ohio Historical Society. Included are plats, tract and entry books, and survey notes dating from the late eighteenth century. Other recent accessions at OHS include the correspondence (1862-1865) of Elisha Pears, a soldier who served with the 122d Ohio Volunteer Infantry during the Civil War; the records (1913-1991) of the Federated Democratic Women of Ohio;

approximately 25,000 safety negatives (1946-1985) showing scenes and citizens of Cincinnati, taken by Jack Klumpe during his career as a photographer for *The Cincinnati Post*; and general orders and circulars (1881-1915, 1942-1945, 1947-1961) of the Ohio Adjutant General.

New staff members joining the Ohio Historical Society's Archives/Library Division are Thomas Burke and Judith Walker. Both work in the Division's local government records program—Burke as its administrator, and Walker as the Division's field representative at the Western Reserve Historical Society in Cleveland, a position that has been vacant since 1981.

Reported by Stephen Gutgesell
Head, Library Services Dept.
OHS

CALENDAR

APRIL 6-7: SOA spring 1995 meeting, Columbus (April 8 workshop)—see announcement on page 2.

APRIL 20-22: MARAC spring meeting, Baltimore (joint with Oral History in the Mid-Atlantic Region)—contact G. David Anderson (tel: 202/994-7549).

MAY 4-6: MAC spring meeting, Chicago. Contact Stephen Carvell, Kraft General Foods (tel: 708/646-2980).

JULY 26-29: NAGARA annual meeting, Raleigh, NC.—contact Steve Grandin (tel: 518/463-8644).

AUGUST 28-SEPTEMBER 3: SAA annual meeting, Washington, DC.—contact SAA meetings coordinator (tel: 312/922-0140).

OCTOBER 8-14: Archives Week in Ohio (theme: World War II). Contact George Bain, Ohio U, (tel: 614/593-2710).

OCTOBER 19-21: MAC fall meeting, Lawrence-Topeka, Kansas. Contact Patricia Michaelis, Kansas State H.S. (tel: 913/296-2624) or Sheryl Williams, U of Kansas (tel: 913/841-7992).

The Society of Ohio Archivists was founded in 1968 to promote on a statewide basis the exchange of information, improvement of professional competence, and coordination of activities of archives and manuscript repositories. Membership is open to all interested persons, particularly archivists, manuscript curators, librarians, records managers, and historians. The Society holds two meetings each year and publishes *The Ohio Archivist* biannually.

Individual memberships are \$10.00 per year (\$15.00 institutional; \$5.00 student). Persons interested in joining the SOA should mail a check or money order made payable to the Society of Ohio Archivists to Kenneth Grossi, Secretary-Treasurer SOA, Ohio State University Archives, 169 Converse Hall, 2121 Tuttle Park Place, Columbus, OH 43210.

THE OHIO ARCHIVIST is a semi-annual publication of the Society of Ohio Archivists. The editors encourage the submission of articles relating to all aspects of the archival profession as well as information concerning archival activities in the state of Ohio. Submission deadlines are February 1 for the Spring number and July 1 for the Autumn number. All materials should be directed to:

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